

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

**CONTRACT FOR ENGINEERING SERVICES**  
**Cost Plus Fixed Fee,**  
**Unit Cost, Lump Sum, or Specified Rate**  
**Indefinite Deliverable with Work Authorizations**

**THIS CONTRACT FOR ENGINEERING SERVICES** is made by and between the State of Texas acting by and through the Texas Department of Transportation, 125 E. 11th St., Austin, Texas 78701, hereinafter called "State," and Jacobs Engineering Group, Inc. having its principal business address at 2705 Bee Cave Road, Suite 300, Austin, Texas 78746, hereinafter called "Engineer," for the purpose of contracting for engineering services.

**WITNESSETH**

**WHEREAS**, Government Code, Chapter 2254, Subchapter A, "Professional Services Procurement Act," provides for the procurement of engineering services; and

**WHEREAS**, 43 Texas Administrative Code §9.30 et seq. establishes the Texas Department of Transportation's policies and procedures for contracting for engineering services; and,

**WHEREAS**, the State desires to contract for engineering services generally described as preparation of plans, specifications and estimates (PS&E) and related documents, for various On-System and Off-System Bridge replacements. These services may include preparing roadway and bridge design, hydrologic and hydraulic design, traffic signal design, survey, geotechnical data collection, and construction phase services necessary to support the design process; and,

**WHEREAS**, the State has selected the Engineer to provide the needed services and the Engineer has agreed to provide the services subject to the terms and conditions hereinafter set forth.

**NOW, THEREFORE**, the State and the Engineer, in consideration of the mutual covenants and agreements herein contained, do hereby mutually agree as follows.

**AGREEMENT**

**ARTICLE 1. SCOPE OF SERVICES.** The State and the Engineer will furnish items and perform those services for fulfillment of the contract as identified in Attachment B, Services to be Provided by the State and Attachment C, Services to be Provided by the Engineer. All services provided by the Engineer will conform to standard engineering practices and applicable rules and regulations of the Texas Engineering Practices Act and the rules of the Texas Board of Professional Engineers.

**ARTICLE 2. CONTRACT PERIOD.** This contract becomes effective when fully executed by all parties hereto and it shall terminate at the close of business on October 1, 2019 unless the contract period is: (1) modified by written supplemental agreement prior to the date of termination as set forth in Attachment A, General Provisions, Article 6, Supplemental Agreements; (2) extended due to a work suspension as provided for in Attachment A, Article 3, Paragraph C; or (3) otherwise terminated in accordance with Attachment A, General Provisions, Article 15, Termination. Any work performed or cost incurred before or after the contract period shall be ineligible for reimbursement.

The maximum contract time is the time needed to complete all work authorizations that will be issued in the first two years of the contract. All work authorizations must be issued within the initial two-year period, starting from the contract execution date.

**ARTICLE 3. COMPENSATION.**

**A. Maximum Amount Payable.** The maximum amount payable under this contract without modification is shown in Attachment E, Fee Schedule. Payment under this contract beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this contract shall be terminated immediately with no liability to either party.

**C. Reimbursement of Eligible Costs.** To be eligible for reimbursement, the Engineer's costs must (1) be incurred in accordance with the terms of a valid work authorization; (2) be in accordance with Attachment E, Fee Schedule; and (3) comply with cost principles set forth at 48 CFR Part 31, Federal Acquisition Regulation (FAR 31). Satisfactory progress of work shall be maintained as a condition of payment.

## ARTICLE 4. PAYMENT REQUIREMENTS

**B. Billing Statement.** The billing statement shall show the work authorization number for each work authorization included in the billing, the total amount earned to the date of submission, and the amount due and payable as of the date of the current billing statement for each work authorization. The billing statement shall indicate if the work has been completed or if the billing is for partial completion of the work. The fixed fee will be paid in proportion to the percentage of work completed per work authorizations.

**D. Thirty Day Payments.** Upon receipt of a billing statement that complies with all invoice requirements set forth in this Article, the State shall make a good faith effort to pay the amount which is due and payable within thirty (30) days.

### F. Required Reports.

(3) The Engineer shall submit a separate report with each billing statement showing the percent completion of the work accomplished during the billing period and the percent completion to date, and any additional written report requested by the State to document the progress of the work.

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**H. Debt to the State.** If the State Comptroller of Public Accounts is prohibited from issuing a warrant or initiating an electronic funds transfer to the Engineer because of a debt owed to the State, the State shall apply all payment due the Engineer to the debt or delinquent tax until the debt or delinquent tax is paid in full.

**ARTICLE 5. WORK AUTHORIZATIONS.** The State will issue work authorizations using the form included in Attachment D (Work Authorizations and Supplemental Work Authorizations) to authorize all work under this contract. The Engineer must sign and return a work authorization within seven (7) working days after receipt. Refusal to accept a work authorization may be grounds for termination of the contract. The State shall not be responsible for actions by the Engineer or any costs incurred by the Engineer relating to work not directly associated with or prior to the execution of a work authorization. Terms and conditions governing the use of work authorizations are set forth in Attachment A, General Provisions, Article 1.

**ARTICLE 7.** All notices to either party by the other required under this agreement shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to such party at the following addresses:

<p><b>Engineer:</b></p> <p><u>Jacobs Engineering Group, Inc.</u></p> <p><u>2705 Bee Cave Road, Suite 300</u></p> <p><u>Austin, Texas 78746</u></p>	<p><b>State:</b></p> <p>Director, Professional Engineering Procurement Services Texas Department of Transportation 125 E. 11<sup>th</sup> Street Austin, Texas 78701</p>
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**ARTICLE 8. INCORPORATION OF PROVISIONS.** Attachments A through H are attached hereto and incorporated into this contract as if fully set forth herein.

THE ENGINEER

*S. Brad Davis*

(Signature)

S. BRAD DAVIS

(Printed Name)

Vice President

(Title)

9/23/15

(Date)

THE STATE OF TEXAS

*William L. Hale*

(Signature)

William L. Hale, P.E.

Chief Engineer

(Title)

*10/2/15*

(Date)

**Attachments to Contract for Engineering Services  
Incorporated into the Contract by Reference**

<b>Attachments</b>	<b>Title</b>
A	General Provisions
B	Services to Be Provided by the State
C	Services to Be Provided by the Engineer
D	Work Authorization and Supplemental Work Authorization
E	Fee Schedule
F	Not Applicable
G (N/A)	Computer Graphics Files for Document and Information Exchange, if applicable
H-FG	Disadvantaged Business Enterprise (DBE) for Federal Funded Professional or Technical Services Contracts – See Attachment H Instructions
H – FN	Disadvantaged Business Enterprise (DBE) for Race-Neutral Professional or Technical Services Contracts – See Attachment H Instructions
H – SG (N/A)	Historically Underutilized Business (HUB) Requirements for State Funded Professional or Technical Services Contracts – State of Texas HUB. Subcontracting plan required – See Attachment H Instructions
H – SN (N/A)	Historically Underutilized Business (HUB) Requirements for State Funded Professional or Technical Services Contracts – No State of Texas HUB
<b>Exhibits</b>	<b>Title</b>
H – 1	Subprovider Monitoring System Commitment Worksheet
H – 2	Subprovider Monitoring System Commitment Agreement
H – 3	Monthly Progress Assessment Report
H - 4	Subprovider Monitoring System Final Report
H - 5	Federal Subproviders and Supplier Information
H – 6 (N/A)	HUB Subcontracting Plan (HSP) Prime Contractor Progress Assessment Report

**ATTACHMENT A****GENERAL PROVISIONS****INDEX TO PROVISIONS**

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## ATTACHMENT A

### GENERAL PROVISIONS

## ARTICLE 1. WORK AUTHORIZATIONS

**A. Use.** The Engineer shall not begin any work until the State and the Engineer have signed a work authorization. Costs incurred by the Engineer before a work authorization is fully executed or after the completion date specified in the work authorization are not eligible for reimbursement. All work must be completed on or before the completion date specified in the work authorization, and no work authorization completion date shall extend beyond the contract period set forth in Article 2 of the contract (Contract Period).

The maximum contract time is the time needed to complete all work authorizations that will be issued in the first two years of the contract. All work authorizations must be issued within the initial two-year period, starting from the contract execution date.

**B. Contents.** Each work authorization will specify (1) the types of services to be performed; (2) a period of performance with a beginning and ending date; (3) a full description of the work to be performed; (4) a work schedule with milestones; (5) a cost not to exceed amount, (6) the basis of payment whether cost plus fixed fee, unit cost, lump sum, or specified rate; and (7) a work authorization budget calculated using fees set forth in Attachment E, Fee Schedule. The Engineer is not to include additional contract terms and conditions in the work authorization. In the event of any conflicting terms and conditions between the work authorization and the contract, the terms and conditions of the contract shall prevail and govern the work and costs incurred.

**C. Work Authorization Budget.** A work authorization budget shall set forth in detail (1) the computation of the estimated cost of the work as described in the work authorization, (2) the estimated time (hours/days) required to complete the work at the hourly rates established in Attachment E, Fee Schedule; (3) a work plan that includes a list of the work to be performed, (4) a stated maximum number of calendar days to complete the work, and (5) a cost-not-to-exceed-amount or unit or lump sum cost and the total cost or price of the work authorization. The State will not pay items of cost that are not included in or rates that exceed those approved in Attachment E.

**D. No Guaranteed Work.** Work authorizations are issued at the discretion of the State. While it is the State's intent to issue work authorizations hereunder, the Engineer shall have no cause of action conditioned upon the lack or number of work authorizations issued.

**E. Incorporation into Contract.** Each work authorization shall be signed by both parties and become a part of the contract. No work authorization will waive the State's or the Engineer's responsibilities and obligations established in this contract. The Engineer shall promptly notify the State of any event that will affect completion of the work authorization.

**F. Supplemental Work Authorizations.** Before additional work may be performed or additional costs incurred, a change in a work authorization shall be enacted by a written supplemental work authorization in the form identified and attached hereto as Attachment D. Both parties must execute a supplemental work authorization within the period of performance specified in the work authorization. The State shall not be responsible for actions by the Engineer or any costs incurred by the Engineer relating to additional work not directly associated with the performance or prior to the execution of the work authorization. The Engineer shall allow adequate time for review and approval of the supplemental work authorization by the State prior to expiration of the work authorization. Any supplemental work authorization must be executed by both parties within the time period established in Article 2 of the contract, (Contract Period). Under no circumstances will a work authorization be allowed to extend beyond the contract's expiration date or will the total amount of funds exceed the maximum amount payable set forth in Article 3A of the contract (Compensation).

**F-1. More Time Needed.** If the Engineer determines or reasonably anticipates that the work authorized in a work authorization cannot be completed before the specified completion date, the Engineer shall promptly notify the State. The State may, at its sole discretion, extend the work authorization period by execution of supplemental authorization, using the form attached hereto as Attachment D.

**F-2. Changes in Scope.** Changes that would modify the scope of the work authorized in a work authorization must be enacted by a written supplemental work authorization. The Engineer must allow

**G. New Work Authorization.** If the Engineer does not complete the services authorized in a work authorization before the specified completion date and has not requested a supplemental work authorization, the work authorization shall terminate on the completion date. At the sole discretion of the State, it may issue a new work authorization to the Engineer for the incomplete work using the unexpended balance of the preceding work authorization for the project. If approved by the State, the Engineer may calculate any additional cost for the incomplete work using the rates set forth in the preceding work authorization and in accordance with Attachment E. Fee Schedule.

**I. Proposal Work Authorizations.** The State may issue a proposal work authorization under which the Engineer will submit a proposal for additional work. The proposal must be for additional work that is within the defined scope of work under this contract. The amount to be paid for a proposal work authorization will be a lump sum for each proposal. The lump sum payment will be no less than two percent (2%) and no more than four percent (4%) of the State's estimate of the cost of the additional work. The Engineer may elect without penalty not to submit a proposal in response to a proposal work authorization. Any proposal submitted in response to a proposal work authorization will be the sole property of the State. The State may, at its option, issue similar or identical proposal work authorizations under other contracts, and the proposals submitted in response to the various proposal work authorizations may be compared by the State for the purpose of determining the contract under which the work will be awarded. The determination of the contract under which the work will be awarded will be based on the design characteristics of the proposal and the Engineer's qualifications and will not consider the Engineer's rates.

## ARTICLE 2. PROGRESS

**B. Conferences.** At the request of the State or the Engineer, conferences shall be provided at the Engineer's office, the office of the State, or at other locations designated by the State. These conferences shall also include evaluation of the Engineer's services and work when requested by the State.

**C. Inspections.** If federal funds are used to reimburse costs incurred under this contract, the work and all reimbursements will be subject to periodic review by the U. S. Department of Transportation.

**D. Reports.** The Engineer shall promptly advise the State in writing of events that have a significant impact upon the progress of a work authorization, including:

1. problems, delays, adverse conditions that will materially affect the ability to meet the time schedules and goals, or preclude the attainment of project work units by established time periods; this disclosure will be accompanied by statement of the action taken or contemplated, and any State or federal assistance needed to resolve the situation; and
2. favorable developments or events which enable meeting the work schedule goals sooner than anticipated.

**E. Corrective Action.** Should the State determine that the progress of work does not satisfy the milestone schedule set forth in a work authorization, the State shall review the work schedule with the Engineer to determine the nature of corrective action needed.

### **ARTICLE 3. SUSPENSION OF WORK AUTHORIZATION**

**A. Notice.** Should the State desire to suspend a work authorization but not terminate the contract, the State may verbally notify the Engineer followed by written confirmation, giving (30) thirty days notice. Both parties may waive the thirty-day notice in writing.

**B. Reinstatement.** A work authorization may be reinstated and resumed in full force and effect within sixty (60) business days of receipt of written notice from the State to resume the work. Both parties may waive the sixty-day notice in writing.

**C. Contract Period Not Affected.** If the State suspends a work authorization, the contract period as determined in Article 2 of the contract (Contract Period) is not affected and the contract and the work authorization will terminate on the date specified unless the contract or work authorization is amended to authorize additional time.

**D. Limitation of Liability.** The State shall have no liability for work performed or costs incurred prior to the date authorized by the State to begin work, during periods when work is suspended, or after the completion date of the contract or work authorization.

## ARTICLE 4. ADDITIONAL WORK

**A. Notice.** If the Engineer is of the opinion that any assigned work is beyond the scope of this contract and constitutes additional work, it shall promptly notify the State in writing, presenting the facts of the work authorization and showing how the work authorization constitutes additional work.

**B. Supplemental Agreement.** If the State finds that the work does constitute additional work, the State shall so advise the Engineer and a written supplemental agreement will be executed as provided in General Provisions, Article 6, Supplemental Agreements.

**C. Limitation of Liability.** The State shall not be responsible for actions by the Engineer or any costs incurred by the Engineer relating to additional work not directly associated with or prior to the execution of a supplemental agreement.

## ARTICLE 5. CHANGES IN WORK

**A. Work Previously Submitted as Satisfactory.** If the Engineer has submitted work in accordance with the terms of this contract but the State requests changes to the completed work or parts thereof which involve changes to the original scope of services or character of work under the contract, the Engineer shall make such revisions as requested and as directed by the State. This will be considered as additional work and paid for as specified under Article 4, Additional Work.

**B. Work Does Not Comply with Contract.** If the Engineer submits work that does not comply with the terms of this contract, the State shall instruct the Engineer to make such revision as is necessary to bring the work into compliance with the contract. No additional compensation shall be paid for this work.

**C. Errors/Omissions.** The Engineer shall make revisions to the work authorized in this contract which are necessary to correct errors or omissions appearing therein, when required to do so by the State. No additional compensation shall be paid for this work.

## ARTICLE 6. SUPPLEMENTAL AGREEMENTS

**A. Need.** The terms of this contract may be modified if the State determines that there has been a significant increase or decrease in the duration, scope, cost, complexity or character of the services to be performed. A supplemental agreement will be executed to authorize such significant increases or decreases. Significant is defined to mean a cost increase of any amount and a cost decrease of twenty percent (20%) or more of the original estimated project cost.

**B. Compensation.** Additional compensation, if appropriate, shall be calculated as set forth in Article 3 of the contract (Compensation). Significant changes affecting the cost or maximum amount payable shall be defined to include but not be limited to new work not previously authorized or previously authorized services that will not be performed. The parties may reevaluate and renegotiate costs at this time.



**Attachment A**

## ARTICLE 10. LICENSE FOR TxDOT LOGO USE

**D. Term of License.** The license granted to the Engineer by this article shall terminate at the end of the term specified in Article 2 of this contract.

**E. Engineer Responsibilities.** No subcontract relieves the Engineer of any responsibilities under this contract.

**B. Reasonable Access.** If any review or evaluation is made on the premises of the Engineer or a subprovider, the Engineer shall provide and require its subproviders to provide all reasonable facilities and assistance for the safety and convenience of the state or federal representatives in the performance of their duties.

**A. Increased Costs.** Violation of contract terms, breach of contract, or default by the Engineer shall be grounds for termination of the contract, and any increased or additional cost incurred by the State arising from the Engineer's default, breach of contract or violation of contract terms shall be paid by the Engineer.

## ARTICLE 15. TERMINATION

1. By mutual agreement and consent, in writing from both parties.
2. By the State by notice in writing to the Engineer as a consequence of failure by the Engineer to perform the services set forth herein in a satisfactory manner.
3. By either party, upon the failure of the other party to fulfill its obligations as set forth herein.
4. By the State for reasons of its own, not subject to the mutual consent of the Engineer, by giving thirty business days notice of termination in writing to the Engineer.
5. By the State, if the Engineer violates the provisions of Attachment A, General Provisions Article 21, Gratuities, or Attachment H, Disadvantaged Business Enterprise/Historically Underutilized Business Requirements.
6. By satisfactory completion of all services and obligations described herein.

**C. Value of Completed Work.** If the Engineer defaults in the performance of this contract or if the State terminates this contract for fault on the part of the Engineer, the State will give consideration to the following when calculating the value of the completed work: (1) the actual costs incurred (not to exceed the rates set forth in Attachment E, Fee Schedule) by the Engineer in performing the work to the date of default; (2) the amount of work required which was satisfactorily completed to date of default; (3) the value of the work which is usable to the State; (4) the cost to the State of employing another firm to complete the required work; (5) the time required to employ another firm to complete the work; and (6) other factors which affect the value to the State of the work performed.

**E. Excusable Delays.** Except with respect to defaults of subproviders, the Engineer shall not be in default by reason of any failure in performance of this contract in accordance with its terms (including any failure to progress in the performance of the work) if such failure arises out of causes beyond the control and without the default or negligence of the Engineer. Such causes may include, but are not restricted to, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather.

**G. Payment of Additional Costs.** If termination of this contract is due to the failure of the Engineer to fulfill its contract obligations, the State may take over the project and prosecute the work to completion, and the Engineer shall be liable to the State for any additional cost to the State.

The Engineer shall comply with all applicable federal, state and local laws, statutes, codes, ordinances, rules

## ARTICLE 17. INDEMNIFICATION

**B. Attorney Fees.** The Engineer shall also save harmless the State from any and all expense, including, but not limited to, attorney fees which may be incurred by the State in litigation or otherwise resisting said claim or liabilities which may be imposed on the State as a result of such activities by the Engineer, its agents, or employees.

**D. Resealing of Documents.** Once the work has been sealed and accepted by the State, the State, as the owner, will notify the party to this contract, in writing, of the possibility that a State engineer, as a second engineer, may find it necessary to alter, complete, correct, revise or add to the work. If necessary, the second engineer will affix his seal to any work altered, completed, corrected, revised or added. The second engineer will then become responsible for any alterations, additions or deletions to the original design including any effect or impacts of those changes on the original engineer's design.

**B. Liability.** For breach or violation of this warranty, the State shall have the right to annul this contract without liability or, in its discretion, to deduct from the contract price or compensation, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

The Engineer certifies that it has insurance on file with Contract Services of the Texas Department of Transportation in the amount specified on Texas Department of Transportation Form 1560-CS Certificate of Insurance, as required by the State. No other proof of insurance is acceptable to the State. The Engineer certifies that it will keep current insurance on file with that office for the duration of the contract period. If insurance lapses during the contract period, the Engineer must stop work until a new certificate of insurance is provided.

## Attachment A

**B. Liability.** Any person doing business with or who reasonably speaking may do business with the State under this contract may not make any offer of benefits, gifts or favors to department employees, except as mentioned above. Failure on the part of the Engineer to adhere to this policy may result in the termination of this contract.

The Engineer agrees to comply with the requirements set forth in Attachment H, Disadvantaged Business Enterprise or Historically Underutilized Business Subcontracting Plan Requirements with an assigned goal or a zero goal, as determined by the State.

**A. Retention Period.** The Engineer shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and services provided (hereinafter called the Records). The Engineer shall make the records available at its office during the contract period and for seven (7) years from the date of final payment under this contract, until completion of all audits, or until pending litigation has been completely and fully resolved, whichever occurs last.

- (1) a person's great grandparent, grandparent, parent, aunt or uncle, sibling, niece or nephew, spouse, child, grandchild, or great grandchild, or
- (2) the grandparent, parent, sibling, child, or grandchild of the person's spouse.

**E. If the Engineer violates this section, TxDOT may terminate the contract immediately for cause, may impose any sanction permitted by law, and may pursue any other remedy permitted by law.**

**ARTICLE 25. CIVIL RIGHTS COMPLIANCE**

**(1) Compliance with Regulations:** The Engineer shall comply with the regulations of the Department of Transportation, Title 49, Code of Federal Regulations, Parts 21, 25, 27 and 28 as they relate to nondiscrimination; also Executive Order 11246 titled Equal Employment Opportunity as amended by Executive Order 11375.

**(2) Nondiscrimination:** The Engineer, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment.

**(3) Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Engineer of the Engineer's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.

**(4) Information and Reports:** The Engineer shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the Texas Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the Engineer is in the exclusive possession of another who fails or refuses to furnish this information, the Engineer shall so certify to the Texas Department of Transportation or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

**(5) Sanctions for Noncompliance:** In the event of the Engineer's noncompliance with the nondiscrimination provisions of this contract, the Texas Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

- (a) withholding of payments to the Engineer under the contract until the Engineer complies and/or
- (b) cancellation, termination, or suspension of the contract, in whole or in part.

**(6) Incorporation of Provisions:** The Engineer shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Engineer shall take such action with respect to any subcontract or procurement as the Texas Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event an Engineer becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Engineer may request the Texas Department of Transportation to enter into such litigation to protect the interests of the State; and, in addition, the Engineer may request the United States to enter into such litigation to protect the interests of the United States.

**ARTICLE 26. PATENT RIGHTS**

The State and the U. S. Department of Transportation shall have the royalty free, nonexclusive and irrevocable right to use and to authorize others to use any patents developed by the Engineer under this contract.

**ARTICLE 27. COMPUTER GRAPHICS FILES**

The Engineer agrees to comply with Attachment G, Computer Graphics Files for Document and Information Exchange, if determined by the State to be applicable to this contract.

**ARTICLE 28. CHILD SUPPORT CERTIFICATION**

Under Section 231.006, Texas Family Code, the Engineer certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. If the above certification is shown to be false, the Engineer is liable to the state for attorney's fees, the cost necessary to complete the contract, including the cost of advertising and awarding a second contract, and any other damages provided by law or the contract. A child support obligor or business entity ineligible to receive payments because of a payment delinquency of more than thirty (30) days remains ineligible until: all



arrearages have been paid; the obligor is in compliance with a written repayment agreement or court order as to any existing delinquency; or the court of continuing jurisdiction over the child support order has granted the obligor an exemption from Subsection (a) of Section 231.006, Texas Family Code, as part of a court-supervised effort to improve earnings and child support payments.

#### **ARTICLE 29. DISPUTES**

**A. Disputes Not Related to Contract Services.** The Engineer shall be responsible for the settlement of all contractual and administrative issues arising out of any procurement made by the Engineer in support of the services authorized herein.

**B. Disputes Concerning Work or Cost.** Any dispute concerning the work hereunder or additional costs, or any non-procurement issues shall be settled in accordance with 43 Texas Administrative Code §9.2.

#### **ARTICLE 30. SUCCESSORS AND ASSIGNS**

The Engineer and the State do each hereby bind themselves, their successors, executors, administrators and assigns to each other party of this agreement and to the successors, executors, administrators and assigns of such other party in respect to all covenants of this contract. The Engineer shall not assign, subcontract or transfer its interest in this contract without the prior written consent of the State.

#### **ARTICLE 31. SEVERABILITY**

In the event any one or more of the provisions contained in this contract shall for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

#### **ARTICLE 32. PRIOR CONTRACTS SUPERSEDED**

This contract constitutes the sole agreement of the parties hereto for the services authorized herein and supersedes any prior understandings or written or oral contracts between the parties respecting the subject matter defined herein.

#### **ARTICLE 33. CONFLICT OF INTEREST**

##### **A. Representation by Engineer.**

The Engineer represents that its firm has no conflict of interest that would in any way interfere with its or its employees' performance of services for the department or which in any way conflicts with the interests of the department. The Engineer further certifies that this agreement is not barred because of a conflict of interest pursuant to Texas Government Code, Section 2261.252, between it and the State. Specifically, the Engineer certifies that none of the following individuals, nor any or their family members within the second degree of affinity or consanguinity, owns 1% or more interest, or has a financial interest as defined under Texas Government Code, Section 2261.252(b), in the Engineer: any member of the Texas Transportation Commission, TxDOT's Executive Director, General Counsel, Chief of Procurement and Field Support Operations, Director of Procurement, or Director of Contract Services. The firm shall exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with the department's interests.

##### **B. Certification Status.** The Engineer certifies that it is not:

1. a person required to register as a lobbyist under Chapter 305, Government Code;
2. a public relations firm; or
3. a government consultant.

**C. Environmental Disclosure.** If the Engineer will prepare an environmental impact statement or an environmental assessment under this contract, the Engineer certifies by executing this contract that it has no financial or other interest in the outcome of the project on which the environmental impact statement or environmental assessment is prepared.

**D. Restrictions on Testing.** If the Engineer will perform commercial laboratory testing under this contract, on any project the Engineer may not perform more than one of the following types of testing:

1. verification testing;

2. quality control testing; or
3. independent assurance testing

## **ARTICLE 34. OFFICE OF MANAGEMENT AND BUDGET (OMB) AUDIT REQUIREMENTS**

**The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in 2 CFR 200.**

## ARTICLE 35. DEBARMENT CERTIFICATIONS

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Engineer certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive Federal funds and, when requested by the State, to furnish a copy of the certification.

## ARTICLE 36. E-VERIFY CERTIFICATION

Pursuant to Executive Order RP-80, Engineer certifies and ensures that for all contracts for services, Engineer shall, to the extent permitted by law, utilize the United States Department of Homeland Security's E-Verify system during the term of this agreement to determine the eligibility of:

1. All persons employed by Engineer during the term of this agreement to perform duties within the State of Texas; and
2. All persons, including subcontractors, assigned by Engineer to perform work pursuant to this agreement.

**Violation of this provision constitutes a material breach of this agreement.**

**ARTICLE 37. RESTRICTIONS ON EMPLOYMENT OF FORMER STATE OFFICER OR EMPLOYEE**

The Engineer shall not hire a former state officer or employee of a state agency who, during the period of state service or employment, participated on behalf of the state agency in this agreement's procurement or its negotiation until after the second anniversary of the date of the officer's or employee's service or employment with the state agency ceased.

**ATTACHMENT B****SERVICES TO BE PROVIDED BY THE STATE****I. GENERAL REQUIREMENTS****The State will prepare or provide:**

- A. Name, address and phone number of the State's project manager.
- B. Review of recommendations offered by the Engineer and approve or reject any or all work performed under this contract.
- C. Processing of all periodic payment requests submitted by the Engineer.
- D. Assistance in the coordination and scheduling of site visits.

**II. ROUTE AND DESIGN STUDIES****The State will:**

- A. Provide As-built Plans if available.
- B. Provide Project Information and other Documentation.
- C. Provide existing geotechnical information, if available.
- D. Provide available Environmental Assessment.
- E. Provide Map File, Topographic (Planimetric) Base File and Aerial Photography.
- F. Provide approved traffic data.
- G. Provide DCIS project information.
- H. Provide Value Engineering Report, if available and applicable.

**III. SOCIAL, ECONOMIC AND ENVIRONMENTAL STUDIES, AND PUBLIC INVOLVEMENT****The State will:**

- A. Provide available project development documents, environmental assessments or impacts, schematics, typical sections, public involvement records, etc.
- B. Review and process each necessary environmental and public involvement document prior to letting of the construction contract.
- C. Locate suitable facilities, advertise, and conduct each required public meeting.
- D. Provide designated State representatives for each public meeting.
- E. Provide a court reporter if necessary for public meetings.
- F. Review the information and material developed by the Engineer to be presented at each public meeting or public hearing three weeks before any such event. The State will return review comments to the Engineer two weeks before each such meetings or hearings, if applicable.
- G. Provide any records available which would assist in the completion of the environmental services.

**IV. RIGHT OF WAY DATA****The State will prepare or provide:**

- A. Available existing right of way plans for the proposed project location.
- B. All Right-Of-Way (ROW) appraisals and acquisitions, if applicable.

**V. DESIGN SURVEYS AND CONSTRUCTION SURVEYS****The State will prepare or provide:**

- ## VI. ROADWAY DESIGN CONTROLS

## VII. DRAINAGE

- ## VIII. SIGNING, PAVEMENT MARKINGS AND SIGNALIZATION (PERMANENT)

## IX. MISCELLANEOUS (ROADWAY)

## X. PROJECT MANAGEMENT AND ADMINISTRATION

## Attachment B

- C. Provide copies of preferred District Details to be used.
- D. Provide copies of preferred District Standards to be used.
- E. Prepare final General Notes and final Specification Data Sheets.

**XI. BRIDGE DESIGN**

**The State will prepare or provide:**

- A. As-built plans of existing structures, if available, National Bridge Inventory (NBI), and applicable Brinsap report.
- B. Written approval of preliminary bridge layouts before bridge design work begins.

**XII. CONSTRUCTION PHASE SERVICES**

- A. Shop drawings and related submittals received from the contractor or fabricators.
- B. Request for applicable change order plan modifications that are based on changed conditions or a request by the State to modify the design based on field conditions or applicable updates to the State's standards and criteria.

**XIII. ADDITIONAL RESPONSIBILITIES**

**The State will prepare or provide:**

- A. Provide design criteria for roadway, structures, drainage, and hydraulics.
- B. Interface with local, regional, State and Federal agencies or other entities on behalf of Engineer.
- C. Timely reviews in accordance with Exhibit C, "Work Schedule" of the Work Authorization and decisions to enable the Engineer to maintain the project schedule as approved by the State.
- D. Electronic copies of design files containing, for example, a sample title sheet, plan profile sheet, plan sheet, sheet quantities and storm water pollution prevention plan (SW3P) sheet, if available and applicable.
- E. Provide milestone guidelines as applicable to the district the work is being performed.
- F. Secure all required permits and agreements.
- G. Radio tower shop drawings, design calculations, and Tower Information Sheet including foundation calculations.
- H. General letter of introduction from the District on State letterhead for the Engineer to use as the letter of introduction for right-of-entry communications. The State will meet with landowners that refuse or do not respond to right-of-entry (ROE) requests and assist in obtaining the ROE forms.

## ATTACHMENT C

### SERVICES TO BE PROVIDED BY THE ENGINEER

The work to be performed by the Engineer shall consist of providing engineering services required for the preparation of plans, specifications and estimates (PS&E) and related documents, for various On-System and Off-System Bridge replacements. These services may include preparing roadway and bridge design, hydrologic and hydraulic design, traffic signal design, survey, geotechnical data collection, and construction phase services necessary to support the design process.

#### GENERAL REQUIREMENTS

**1.1. Design Criteria.** The Engineer shall prepare all work in accordance with the latest version of applicable State's procedures, specifications, manuals, guidelines, standard drawings, standard specifications or previously approved special provisions and special specifications to include: the *PS&E Preparation Manual*, *Roadway Design Manual*, *Hydraulic Design Manual*, the *Texas Manual on Uniform Traffic Control Devices* (TMUTCD), *Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges*, 2004, and other State approved manuals. When design criteria are not identified in State manuals, the Engineer shall notify the State and refer to the American Association of State Highway and Transportation Officials (AASHTO), *A Policy on Geometric Design of Highways and Street*, (latest Edition). In addition, the Engineer shall follow the guidelines shown in *Developing PS&E for a particular District* which the Engineer may download from the State's website. The Engineer shall prepare each Plan, Specification, and Estimate (PS&E) package in a form suitable for letting through the State's construction contract bidding and awarding process.

The Engineer shall identify, prepare exhibits and complete all necessary forms for each Design Exception and Waiver required within project limits prior to the 30% project completion submittal. The Engineer shall submit each exception and waiver to the State for coordination and processing of approvals. If subsequent changes require additional exceptions, the Engineer shall notify the State in writing as soon as possible after identification of each condition that may warrant a design exception or waiver.

The Engineer shall perform all work in accordance with the following references, except where variances are permitted in writing by the state. The Engineer is responsible for purchasing all the necessary references needed for assigned projects.

- Standard Specifications for Construction of Highways, Streets, and Bridges – TxDOT
- Special Provisions and Special Specifications – TxDOT
- Transportation Planning Policy Manual – TxDOT
- Transportation Planning Process Manual – TxDOT
- Transportation Programming and Scheduling Manual – TxDOT
- Traffic Data and Analysis Manual – TxDOT
- Transportation Multimodal Systems Manual – TxDOT
- Texas Reference Marker System user's manual – TxDOT
- Environmental Manual – TxDOT
- Bridge Detailing Guide – TxDOT
- LRFD Bridge Design Manual – TxDOT
- Bridge Inspection Manual – TxDOT
- Bridge Project Development Manual – TxDOT
- Bridge Railing Manual – TxDOT
- Concrete Repair Manual – TxDOT
- Geotechnical Manual – TxDOT
- Hydraulic Design Manual – TxDOT
- Standard Specifications for Highway bridges – AASHTO
- AASHTO LRFD Bridge Design Specifications – AASHTO
- Manual for Bridge Evaluation - AASHTO
- Access Management Manual – TxDOT
- DCIS User Manual – TxDOT



- Landscape and Aesthetics Design manual – TxDOT
- Pavement Design Manual – TxDOT
- Flexible Pavement Design System (FPS) 19: User's Manual – TxDOT
- Project Development Process manual – TxDOT
- Plans Specifications and Estimates (PS&E) Preparation Manual – TxDOT
- Roadway Design Manual – TxDOT
- A Policy on Geometric Design of Highways and Streets ("The Green Book") AASHTO
- Highway Capacity Manual Special Report 209 – Texas Research Board (TRB)
- Technical Advisory T6640.8A- FHWA
- Traffic Noise Guidelines – TxDOT
- Air Quality Guidelines – TxDOT
- AASHTO Guide for Design of Pavement Structures – AASHTO
- Texas Manual on Uniform Traffic Control Devices – TxDOT
- Standard Highway Sign Design for Texas – TxDOT
- Standard Specifications for Structural Supports for Highway Signs, Luminaries and Traffic Signals – AASHTO
- ROW Utility – TxDOT
- Volume 1-8 of the Right of Way Collection – TxDOT
- Appraisal and Review Manual – TxDOT
- Real Estate Acquisition Guide for Local Public Agencies – TxDOT
- Highway Illumination Manual – TxDOT
- Pavement Marking Handbook – TxDOT
- Procedures for Establishing Speed zones – TxDOT
- Railroad Operations Volume – TxDOT
- Safe Routes to School Program Guidelines – TxDOT
- Traffic Engineering Agreements – TxDOT
- Traffic Safety Program Manual – TxDOT
- Traffic Signals Manual – TxDOT
- Materials and Tests Operations – TxDOT
- Material Specifications – TxDOT
- Code of Federal Regulations, Title 23 – "Highway" – Federal Register
- Stand Alone manual Notice 97-2: Procedures for Sealing Engineering Documents –TxDOT
- Administrative Circular No. 25-84: Soils Information for High Mast Lighting, Overhead Sign Bridges, and Retaining Walls – TxDOT
- Administrative Circular No. 25-95: Geotechnical Design – TxDOT
- TxDOT Survey Manual

**1.2. Right-of-Entry and Coordination.** The Engineer shall notify the State and secure permission to enter private property to perform any surveying, environmental, engineering or geotechnical activities needed off State right-of-way. In pursuance of the State's policy with the general public, the Engineer shall not commit acts which would result in damages to private property, and the Engineer shall make every effort to comply with the wishes and address the concerns of affected private property owners. The Engineer shall contact each property owner prior to any entry onto the owner's property, and shall request concurrence from the State prior to each entry.

The Engineer shall notify the State and coordinate with adjacent engineers on all controls at project interfaces. The Engineer shall document the coordination effort, and each engineer shall provide written concurrence regarding the agreed project controls and interfaces. In the event the Engineer and the other adjacent engineers are unable to agree, the Engineer and each adjacent engineer shall meet jointly with the State for resolution. The State will have authority over the Engineer's disagreements and the State's decision will be final.

The Engineer shall prepare each exhibit necessary for approval by each railroad, utility, and other governmental or regulatory agency in compliance with the applicable format and guidelines required by each entity and as approved by the State. The Engineer shall notify the State in writing prior to beginning any work on any outside agency's exhibit.

With each invoice, the Engineer shall include a completed Projected vs. Actual Contract Invoices form. The Engineer shall submit a monthly written progress report to the State's Project Manager regardless of whether the Engineer is invoicing for that month. The Engineer's written progress report shall describe activities during the reporting period; activities planned for the following period; problems encountered and actions taken to remedy them; list of meetings attended; and overall status, including a per cent complete by task.

Once the project goes to letting, all electronic files shall be delivered within 30 days of written request in conformance with the latest version of the State's Document and Information Exchange (Attachment G).

The Engineer shall prepare a letter of transmittal to accompany each document submittal to the State. At a minimum, the letter of transmittal shall include the State's Control-Section-Job (CSJ) number, the highway number, County, project limits, State's contract number, and State's work authorization number.

**1.5. State-Controlled Waters.** The placement of a new structure or modification of an existing structure(s) within State-Controlled waters will require confirmation that said structure(s) lie within the General Land Office (GLO) state owned land and whether the crossing is tidally influenced or not. Consequently, the Engineer should request, as early in the design process as possible, that the State determine whether the proposed improvements are found within the tidal GLO, is a submerged GLO property or a non-tidal GLO property. The State may request assistance from the Engineer to prepare an exhibit demonstrating the location of the proposed improvements on the GLO State Owned Map for the project location of an assigned District.

**1.7. Level of Effort.** For each work authorization, the Engineer shall base the level of effort at each phase on the prior work developed in earlier phases without unnecessary repetition or re-study. As directed by the State, the Engineer shall provide written justification regarding whether or not additional or repeated level of effort of earlier completed work is warranted, or if additional detail will be better addressed at a later stage in the project development.

## Attachment C

The Engineer shall perform Quality Control/Quality Assurance on all survey procedures, field surveys, data, and products prior to delivery to the State. If, at any time, during the course of reviewing a survey submittal it becomes apparent to the State that the submittal contains errors, omissions, or inconsistencies, the State may cease its review and immediately return the submittal to the Engineer for appropriate action by the Engineer. A submittal returned to the Engineer for this reason is not a submittal for purposes of the submission schedule.

**1.10. Organization of Plan Sheets.** The PS&E shall be complete and organized in accordance with Stand-Alone Manual Notice 00-1 entitled "Organization of Plan Sheets" and as identified by the latest edition of a District's "Guidelines for Milestone Submittals". The PS&E package shall be suitable for the bidding and awarding of a construction contract, and in accordance with the latest State's policies and procedures, and the District's PS&E Checklist.

As shown on the table below, the Engineer shall access and update DCIS with the following function codes.

DCIS Update Screens	Required Criteria for Access	DCIS Code	Function
S01-Responsible Engineer Update S03-Sealing, Signing & Dating P04-Project Estimate C03-Build Specifications	Consultant Registered Professional Engineer (PE)	CONENG	
P04-Project Estimate C03-Build Specifications	Consultant does not have to be a PE	CONEST	

## TASK DESCRIPTIONS AND FUNCTION CODES

Attachment C

The Engineer shall conduct route location, alignment studies and related public involvement in order to determine the locally-preferred alternative. The Engineer shall participate in a Value Engineering study as requested by the State.

The Engineer shall prepare the design schematic using the checklist provided by the State. The horizontal and vertical alignments will be at a scale of 1"=100' (horizontal) and 1"=10' or 1"=20' (vertical). The Engineer shall prepare a colorized design and guide signing schematic based on the proposed locally-preferred alternative. All geometric designs shall be in conformance with the State's Roadway Design Manual except where variances are permitted in writing by the State. The schematic layout shall include the information necessary for proper review and evaluation, and the Engineer shall provide design schematic review, support, and any related design services.

The Engineer shall determine preliminary Right-of-Way requirements. Preliminary drainage analysis and management of traffic during construction shall be a consideration in the development of the design schematic. The Engineer shall participate in project meetings and public meetings as required.

The Engineer shall develop the roadway design criteria based on the controlling factors specified by the State (i.e. 4R, 3R, 2R, or special facilities), by use of the funding categories, design speed, functional classification, roadway class and any other set criteria as set forth in PS&E Preparation Manual, Roadway Design Manual, Bridge Design Manual, Hydraulic Design Manual, and other deemed necessary State approved manuals. In addition, the Engineer shall prepare the Design Summary Report (DSR) and submit it electronically. The Engineer shall obtain written concurrence from the State prior to proceeding with a design if any questions arise during the design process regarding the applicability of State's design criteria.

- Roadway and drainage design criteria for the PS&E
- Engineering and environmental constraints and considerations
- Project development schedule
- Other issues as identified

**Attachment C**

The Engineer shall provide a signed, sealed and dated geotechnical report which contains but is not limited to soil boring locations, boring logs, laboratory test results, generalized subsurface conditions, ground water conditions, piezometer data, analyses and recommendations for settlement and slope stability of the earthen embankments, skin friction tables and design capacity curves including skin friction and point bearing. The skin friction tables and design capacity curves should be present for piling and drilled shaft foundation.

**SOCIAL, ECONOMIC AND ENVIROMENTAL STUDIES AND PUBLIC INVOLVEMENT:**  
**FUNCTION CODE 120**

- ## RIGHT-OF-WAY MAPPING: FUNCTION CODE 130

The Engineer shall locate the existing ROW within the project limits from the current project control monuments utilizing the State strip maps if on-system and adjoining property deeds and county records if off-system and prepare an Existing ROW base map for the project.

- Attachment C**

3. **Access Management:** The Engineer shall coordinate and evaluate access management within the project limits in accordance with the latest State Access Management Manual or as directed by the State.

This includes performance of surveys associated with the gathering of survey data for topography, cross-sections, and other related work in order to design a project,

The purpose of a design survey is to provide field data in support of transportation systems design.

A design survey is defined as the combined performance of research, field work, analysis, computation, and documentation necessary to provide detailed topographic (3-dimensional) mapping of a project site. A design survey may include, but need not be limited to locating existing right-of-way, cross-sections or data to create cross-sections and Digital Terrain Models (DTM), horizontal and vertical location of utilities and improvements, detailing of bridges and other structures, review of right-of-way maps, establishing control points, etc.

### 3.1. Design Surveys

**The Engineer shall:**

- 3.1.1. Obtain or collect data to create cross-sections and digital terrain models.
- 3.1.2. Locate existing utilities.
- 3.1.3. Locate topographical features and existing improvements.
- 3.1.4. Provide details of existing bridge structures.
- 3.1.5. Provide details of existing drainage features, such as culverts, manholes, etc.
- 3.1.6. Locate wetlands.
- 3.1.7. Establish additional and verify existing control points. Horizontal and Vertical control ties should be made and tabulated, to other control points in the vicinity, which were established by other sources such as, the National Geodetic Survey (NGS), and the Federal Emergency Management Agency (FEMA), and as directed by the State.
- 3.1.8. Locate existing right-of-ways.
- 3.1.9. Review right-of-way maps.
- 3.1.10. Locate boreholes.
- 3.1.11. Perform hydrographic surveys.
- 3.1.12. Update existing control data and prepare survey control data sheets, as directed by the State for inclusion into a construction plan set.



The following information will be shown on the *Survey Control Index Sheet*:

- The following information will be shown on the *Horizontal and Vertical Control Sheet*:

- #### 4. TECHNICAL REQUIREMENTS

- Reference may be made to standards of accuracy for horizontal control traverses, as described in the FGCS Standards and Specifications for Geodetic Control Networks, latest edition, the TxDOT Survey Manual, latest edition, or the TSPS Manual of Practice for Land Surveying in the State of Texas, as may be applicable.

- Reference may be made to standards of accuracy for vertical control traverses, as described in the FGCS Standards and Specifications for Geodetic Control Networks, latest edition, the TxDOT Survey Manual, latest edition, or the TSPS Manual of Practice for Land Surveying in the State of Texas, as may be applicable.

- 4.4.1. Side shots or short traverses shall begin and end on horizontal and vertical ground control as described above.

- 4.4.2. Standards, procedures, and equipment (may be GPS Equipment, LiDAR, Total Stations, etc.) used shall be such that horizontal locations relative to the control may be reported within the following limits:

- a. Bridges and other roadway structures: less than 0.1 of one foot.
- b. Utilities and improvements: less than 0.2 of one foot.
- c. Cross-sections and profiles: less than 1 foot (natural ground).
- d. Bore holes: less than 3 feet.

- 4.4.3. Standards, procedures, and equipment (may be GPS Equipment, LiDAR, Total Stations, etc.) used shall be such that vertical locations relative to the control may be reported within the following limits:

- a. Bridges and other roadway structures: less than 0.02 of one foot.
- b. Utilities and improvements: less than 0.1 of one foot.
- c. Cross-sections and profiles: less than 0.2 of one foot.
- d. Bore holes: less than 0.5 of one foot.

The deliverables to be specified in individual work authorizations for design surveys and construction surveys may be any combination of the following:

- 5.1. Digital Terrain Models (DTM) and the Triangular Irregular Network (TIN) files in a format acceptable by the State.
- 5.2. Maps, plans, or sketches prepared by the Engineer showing the results of field surveys.
- 5.3. Computer printouts or other tabulations summarizing the results of field surveys.
- 5.4. Digital files or media acceptable by the State containing field survey data.
- 5.5. Maps, plats, plans, sketches, or other documents acquired from utility companies, private corporations, or other public agencies, the contents of which are relevant to the survey.
- 5.6. Field survey notes, as electronic and/or hard copies.
- 5.7. An 8 ½ inch by 11 inch survey control data sheet for each control point which shall include, but need not be limited to, a location sketch, a physical description of the point including a minimum of two reference ties, surface coordinates, a surface adjustment factor, elevation, and the horizontal and vertical datums used.
- 5.8. A digital and/or hard copy of all computer printouts of horizontal and vertical conventional traverses, GPS analysis and results, data including property descriptions with field notes and plats, right-of-way maps, and survey control data sheets.
- 5.9. All GEOPAK GPK files.

- ## ROADWAY DESIGN CONTROLS: FUNCTION CODE 160

### 160.1. Geometric Design.

- A. Refine Schematic (This task may be deleted if the schematic is not available and replaced with Preliminary Geometric layout). The Engineer shall review the schematic provided by the State to confirm their understanding of the project and to verify completeness and accuracy of the information. The Engineer shall refine the horizontal and vertical alignment of the design schematic in English units for main lanes, ramps, direct connectors, frontage roads, cross streets, including grade separation structures. The Engineer shall determine vertical clearances at grade separations and overpasses, taking into account the appropriate percent grade and super-elevation rate. Minor modifications in the alignment will be considered to provide optimal design. Modifications must be coordinated with the State and adjacent Engineers. The State must approve the refined schematic prior to the Engineer proceeding to the 30 % milestone submittal, and prior to starting on the bridge layouts.
- B. Preliminary Geometric Project Layout. The Engineer shall develop a preliminary geometric project layout (Layout) for the full length of the project to be reviewed and approved by the State prior to the Engineer proceeding with the 30 percent milestone submittal package.

### Flush vs. raised curbed median:

## 160.2. Roadway Design.

The plan view shall contain the following design elements:

- The profile view shall contain the following design elements:

- ## Attachment C

Typical sections shall be required for all proposed and existing roadways and structures. Typical sections shall include width of travel lanes, shoulders, outer separations, border widths, curb offsets, managed lanes, and ROW. The typical section shall also include PGL, centerline, pavement design, longitudinal joints, side slopes, sodding/seeding limits, concrete traffic barriers and sidewalks, if required, station limits, common proposed and existing structures including retaining walls, existing pavement removal (pavement coring shall be performed by the Engineer to determine existing pavement structure for removal items only, see FC 110) riprap, limits of embankment and excavation, etc. The typical sections shall also reference Pay Schedule for Item of work "Ride Quality of Pavement Surface".

- Two sets of drawings shall be submitted by the Engineer at the 30%, 60%, and 90%, and final submittals, respectively.

### DRAINAGE: FUNCTION CODE 161

1. The Engineer shall prepare a single comprehensive drainage study and report of the project area. The report shall be divided into two phases:

- Obtain existing HEC-2 or HEC-RAS models from applicable drainage authorities to the extent possible, for use in analysis and determination of the existing 2, 5, 10, 25, 50, 100 and 500 year (if available), water surface elevations at bayous, creeks, and ditch crossings along the project. This data will be utilized in the development of design roadway profiles.
- Profile of natural ground along each proposed grade line of the roadway.
- Profile of tentative proposed grade line of the roadway.
- Profile of existing roadway.
- Identify the existing drainage outfalls.
- Identify the names of existing creeks, bayous and ditches within the project limits.

- **Mouth head losses are to be computed as per the State's direction. Also, THYSYS (WINSTORM) computations are not needed for hydraulic grade line investigations. The head losses will be computed with a pressure flow equation generally applicable to pipe running full flow. A hydraulic grade line starting at the outfall channel will be determined for each storm sewer system in order to obtain a design tailwater for each existing system. The design tailwater will be the starting basis for the design of the proposed storm sewer system.**
- **For drainage areas, the Engineer shall limit the outfalls into existing storm sewer to existing capacity flows, which will be determined by the Engineer. Alternate flow routes, if feasible, will be looked into for relieving storm sewer overload. The amount of the total detention storage to control storm sewer runoff for the design frequency will be determined based on hydrograph routing, as well as a rough estimate of the available on-site volume.**
- **Drainage areas and flows for cross culvert drainage systems will be determined as part of the comprehensive drainage report. Once determined, the sizing of the drainage crossings, hydrologic and hydraulics information will be provided to the State.**
- **The Engineer shall prepare a report signed, sealed and dated by a registered/licensed engineer and shall include the preliminary findings of the storm sewer capacities, requirement for line rerouting, preliminary detention storage volumes based on hydrograph and initial recommendations on how to mitigate the storm impact on the receiving streams. The report will also include preliminary sizing of the trunkline for the proposed gravity storm sewer within the limits of the project, conceptual and generic discussions of the alternatives considered, a comparative cost associated with each alternative and a recommended solution.**

- Guideline approach to the 100 year impact analysis:**

- Drainage areas for the existing and proposed conditions.
- The Engineer shall identify the existing drainage outfalls.
- Compute right of way corridor 100 year flood plain volumes for existing and proposed roadway elevations. A decrease in 100 year flood plain volumes is not allowed by the State or other governmental agencies, without adequate offsite mitigation.
- Compute existing and proposed peak flows by using hydraulics and hydrologic methodology and computer models. The additional lanes should be accounted for by increasing percent development.
- Storage computations will be based on hydrograph calculations and peak flows obtained in the item above. A mitigation volume for the 100 year storm will be computed.
- Analyze existing and proposed drainage system and quantify the increase in 100 year peak flows resulting from the roadway improvements.
- Hand calculations shall be provided which quantify the cut and fill within the 100 year flood plain, if any occur.
- Prepare conceptual 100 year sheet flow analysis for project utilizing existing and proposed conditions.
- Obtain current hydrologic and hydraulic computer models from government agencies and review and comment on the models.
- Current models will be updated to existing condition using the available State aerial photographs, and submitted to governmental agencies as the revised existing condition model.
- Analyze proposed roadway and outfall drainage improvements to quantify impacts to revised existing condition model.

**161.2. Scour Analyses and Stream Migration Studies.** The Engineer shall prepare each scour analysis using methodology approved by the State as required in the work authorization. The Engineer shall select the methodology depending on the site conditions such as the presence of cohesive or cohesionless soil, rock or depth of rock, proposed foundation type, and existing site performance. The Engineer shall use HEC-18 for sites with cohesionless soils unless otherwise approved by the State. For other conditions, the Engineer may use the TSEAS 1993 (Texas Secondary Evaluation and Analysis for Scour) guidelines as approved by the State.

**161.3. Culvert and Storm Drain Design.** The Engineer shall develop design details that minimize the interference with the passage of traffic or incur damage to the highway and local property. The Engineer shall provide layouts, drainage area maps, and design of all drainage components. The Engineer shall design all conventional storm drainage and cross drainage in conformance with the latest edition of State Hydraulic Manual, Districts' criteria, and any specific guidance provided by the State. Storm drain design shall be performed using WinStorm or GEOPAK Drainage. Cross drainage design shall be performed using WINSTORM, HY 8 or HEC RAS. When oversized storm drains are used for detention, the Engineer shall evaluate the hydraulic gradeline throughout the whole system, within project limits, for the design frequency(ies). The Engineer shall coordinate with the State any proposed changes to the detention systems. The State will assess the effects of such changes on the comprehensive drainage studies. The Engineer shall coordinate with the State and designers of adjacent projects to check that all proposed drainage systems accommodate the proposed construction phasing plan.

The Engineer shall perform the following:

1. Prepare culvert cross sections. (The Engineer should list station locations)
2. Identify areas requiring trench protection, excavation, shoring and de-watering.
3. Prepare drainage area maps.
4. If applicable, prepare plan/profile sheets for storm drain systems and outfall ditches.
5. Select standard details from State or District's list of standards for items such as inlets, manholes, junction boxes and end treatment, etc.
6. Prepare details for non-standard inlets, manholes and junction boxes.
7. Prepare drainage details for outlet protection, outlet structures and utility accommodation structures.
8. Identify pipe strength requirements.
9. Prepare drainage facility quantity summaries.
10. Identify potential utility conflicts and design around them, wherever possible.
11. Take into consideration pedestrian facilities, utility impacts, driveway grades, retaining wall and concrete traffic barrier drainage impacts.
12. Identify existing ground elevation profiles at the ROW lines on storm sewer plan and profile sheets.
13. Locate soil borings every 500 feet along the storm sewer alignment and at every 2000 feet take a piezometric reading.
14. If applicable, prepare Hydraulic Data Sheets for any bridge or cross drainage structures at outfall channel. (Indicate site location such as name of creeks or bayou and stations)

The scope may include extending, adjusting or replacing non bridge-class culvert crossing(s) as specified in the work authorization.

**161.4. Temporary Drainage Facilities.** The Engineer shall develop plans for all temporary drainage facilities necessary to allow staged construction of the project and to conform with the phasing of adjacent construction projects without significant impact to the hydraulic capacity of the area. Drainage area maps are not required for temporary drainage.

**161.5. Layout, Structural Design and Detailing of Drainage Features.**

The Engineer shall develop layouts for the following:

1. Culverts: New culverts; culvert replacement.
2. Storm Sewers: New or modified storm sewers; inlets; manholes; trunk lines.
3. Subsurface drainage at retaining walls.
4. Outfall channels within existing ROW
5. Bridge deck drainage systems, including internal drainage piping within the bents where required on structures.
6. Detention ponds, associated outlet structures and details, if applicable. If information not available at the time of initial scoping this work shall be considered as additional work.

The Engineer shall use standard details where practical.

**161.6. Floodplain Cut and Fill.** Using water surface elevation profiles determined by the comprehensive drainage study, the Engineer shall calculate proposed cut and fill volumes below the 100 year flood elevation.

**SIGNING, PAVEMENT MARKINGS AND SIGNALIZATION (PERMANENT); FUNCTION CODE 162**



1. Prepare sign detail sheets for large guide signs showing dimensions, lettering, shields, borders, corner radii, etc., and shall provide a summary of large and small signs.
2. Designate the shields to be attached to guide signs.
3. Illustrate and number the proposed signs on plan sheets.
4. Select each sign foundation from State Standards.

**The Engineer shall provide the following information on sign/pavement marking layouts:**

- 162.3. Traffic Signals.** Based upon the results of the Traffic Warrant Studies, the Engineer shall identify and prepare Traffic Signal Plans for all warranted traffic signals. The Engineer shall confirm the power source for all signals and coordinate with the appropriate utility agency. Traffic Signal Plans shall be signed and sealed by a Texas Registered Professional Engineer. The Engineer shall develop all quantities, general notes, specifications and incorporate the appropriate agency standards required to complete construction. Traffic signal poles, fixtures, signs, and lighting shall be designed per the Green Ribbon Report recommendations and standards.

## 1. Layout

- a. Estimate and quantity sheet
  - (1) List of all bid items
  - (2) Bid item quantities
  - (3) Specification item number
  - (4) Paid item description and unit of measure
- b. Basis of estimate sheet (list of materials)
- c. General notes and specification data.
- d. Condition diagram
  - (1) Highway and intersection design features
  - (2) Roadside development

- (3) Traffic control including illumination
  - e. Plan sheet(s)
    - (1) Existing traffic control that will remain (signs and markings)
    - (2) Existing utilities
    - (3) Proposed highway improvements
    - (4) Proposed installation
    - (5) Proposed additional traffic controls
    - (6) Proposed illumination attached to signal poles.
    - (7) Proposed power pole source
  - f. Notes for plan layout
  - g. Phase sequence diagram(s)
    - (1) Signal locations
    - (2) Signal indications
    - (3) Phase diagram
    - (4) Signal sequence table
    - (5) Flashing operation (normal and emergency)
    - (6) Preemption operation (when applicable)
    - (7) Contact responsible Agency to obtain interval timing, cycle length and offset
  - h. Construction detail sheets(s)
    - (1) Poles (State standard sheets)
    - (2) Detectors
    - (3) Pull Box and conduit layout
    - (4) Controller Foundation standard sheet
    - (5) Electrical chart
  - i. Marking details (when applicable)
  - j. Aerial or underground interconnect details (when applicable)
2. General Requirements
- a. Contact local utility company
    - (1) Confirm power source
  - b. Prepare governing specifications and special provisions list
  - c. Prepare project estimate
  - d. Conduct traffic counts and prepare Traffic Signal Warrant Studies for all proposed and existing traffic signals at designated locations.
3. Summary of Quantities
- a. Small signs tabulation
  - b. Large signs tabulation including all guide signs
4. Sign Detail Sheets
- a. All signs except route markers
  - b. Design details for large guide signs
  - c. Dimensioning (letters, shields, borders, etc.)
  - d. Designation of shields attached to guide signs

The Engineer shall provide the following services:

**163.1. Retaining Walls and Miscellaneous Structures.** The Engineer shall develop each retaining wall design and determine the location of each soil boring needed for the foundation design of each retaining wall in accordance with the *Geotechnical Manual* and project geotechnical report, if provided. Prior to preparation of retaining wall layouts, the Engineer shall prepare a comparative cost analysis of different types of retaining walls versus roadway embankment, pavement, soil stabilization, retaining wall types, and available ROW to determine optimum selection based on economics, construction time duration, ROW encroachments (need for construction easements) and construction feasibility. The Engineer shall submit early in the plan preparation the retaining wall layouts to obtain approval from the State. The Engineer shall incorporate all necessary information from above referenced manuals and respective checklists into the retaining wall layouts. For stage construction, the Engineer shall indicate limits of existing retaining walls for removal and reconstruction, and determine limits of temporary retaining walls to be shown on the TCP.

The approximate limits of each retaining wall shall be based on Station or length. The Engineer shall notify the State the type of retaining walls that will be used for and Cut and Fill location. Retaining wall types shall include:

- Spread Footing Walls (High Footing Pressure Design and Low Footing Pressure Design). The Engineer shall select a spread footing wall for fill situation when considerable room behind the walls is available for forming, constructing, and backfilling the footings and stem. The Engineer shall notify the State when the quantity is less than 1000 SF to have as option in the plans to cast in place a spread footing wall design. This selection has to be approved to State.
- Mechanically Stabilized Earth (MSE) Walls. The Engineer shall prepare the retaining wall layouts showing plan and profile or retaining walls for design by a State approved vendor. The Engineer is responsible for design of geometry and wall stability. The Engineer shall incorporate a slope of 4:1 or flatter from the existing and finished ground line elevation to the face of the retaining wall.
- Concrete Block Walls (Structural and Landscape).
- Tied Back Walls.
- Soil Nailed Walls.
- Rock Nailed Walls.
- Drilled Shaft Walls.
- Temporary MSE Walls.

The Engineer shall provide layouts (scale 1"=100'), elevations, quantity estimate, summary of quantities, typical cross sections and structural details of all retaining walls within the project. Approximate lengths of the retaining walls as shown on the schematic are listed as below. The Engineer shall determine if any additional walls are required and verify the need for and length of the retaining walls as shown on the schematic.

If applicable, architectural standard drawings will be provided by the State and shall be incorporated into design details. The specific requirements for each item are as follows:

1. Layout Plan

- (a) Designation of reference line
- (b) Beginning and ending retaining wall stations
- (c) Offset from reference line
- (d) Horizontal curve data
- (e) Total length of wall
- (f) Indicate face of wall
- (g) All wall dimensions and alignment relations (alignment data as necessary)
- (h) Soil boring locations
- (i) Drainage, signing, lightning, etc. that is mounted on or passing through the wall.
- (j) Subsurface drainage structures or utilities which could be impacted by wall construction.

2. Elevation:

- (a) Top of wall elevations
- (b) Existing and finished ground line elevations

- (c) Vertical limits of measurement for payment
- (d) Type, limits and anchorage details of railing (only if Traffic Railing foundation standard is not being used on this project)
- (e) Top and bottom of wall profiles plotted at correct station & elevation.
- (f) Underdrains
- (g) Any soil improvement, if applicable.
- (h) Drainage, signing, lighting etc. as noted above
- (i) Drainage structures and utilities as noted above

3. Sectional View:

- (a) Reinforced volume
- (b) Underdrain location
- (c) Soil improvements, if applicable.

4. General Guidelines for Retaining Walls

- (a) The Engineer shall perform design calculations to check the external stability of the walls including slope stability, bearing, sliding and overturning and detail drawings in accordance with the standard requirements of the State.
- (b) For retaining wall submittals, the Engineer shall look at State's Bridge Division website for current requirements.

**163.2. Traffic Control Plan, Detours, Sequence of Construction.** The Engineer shall prepare Traffic Control Plans (TCP) for the project. The Engineer is to complete Form 2229-Significant Project Procedures along with Page 4 of Form 1002, specifically titled Accelerated Construction Procedures. A detailed TCP shall be developed in accordance with the latest edition of the TMUTCD. The Engineer is to implement the current Barricade and Construction (BC) standards as applicable. The Engineer shall interface and coordinate phases of work, including the TCP, with adjacent Engineers.

- 1. The Engineer shall provide a written narrative of the construction sequencing and work activities per phase and determine the existing and proposed traffic control devices (regulatory signs, warning signs, guide signs, route markers, construction pavement markings, barricades, flag personnel, temporary traffic signals, etc.) to be used to handle traffic during each construction sequence. The Engineer shall show proposed traffic control devices at grade intersections during each construction phase (stop signs, flagperson, signals, etc.). The Engineer shall show temporary roadways, ramps, structures (including railroad shoo-fly) and detours required to maintain lane continuity throughout the construction phasing. If temporary retaining walls are required, show the limits on the applicable TCP.
- 2. Coordinate with the State in scheduling a Traffic Control Workshop and submittal of the TCP for approval by the Traffic Control Approval Team (TCAT). The Engineer shall assist the State in coordinating mitigation of impacts to adjacent schools, emergency vehicles, pedestrians, bicyclists and neighborhoods.
- 3. Develop each TCP to provide continuous, safe access to each adjacent property during all phases of construction and to preserve existing access. The Engineer shall notify the State in the event existing access must be eliminated, and must receive approval from the State prior to any elimination of existing access.
- 4. Design temporary drainage to replace existing drainage disturbed by construction activities or to drain detour pavement. The Engineer shall show horizontal and vertical location of culverts and required cross sectional area of culverts.
- 5. Prepare each TCP in coordination with the State. The TCP shall include interim signing for every phase of construction. Interim signing shall include regulatory, warning, construction, route, and guide signs. The Engineer shall interface and coordinate phases of work, including the TCP, with adjacent Engineers, which are responsible for the preparation of the PS&E for adjacent projects.

- 163.3. Temporary Traffic Signals and Illumination:** If the Engineer determines that an existing traffic signal will be affected by the project, then the Engineer shall address the adjustment/realignment of traffic signal heads and the use of detection for mainlanes and side streets on the plans. The Engineer shall obtain traffic movement counts to address any new timing plans to minimize the impact during construction and to determine the storage length needed for left and right turn movements. The Engineer shall address lighting of signalized intersections, and shall coordinate with local utilities as approved by the State.
- 163.4. Illumination.** The Engineer shall refer to TxDOT's *Highway Illumination Manual* and other deemed necessary State approved manuals for design of continuous lighting and safety lighting for all conventional, high-mast, and underpass lighting. The Engineer shall include safety lighting as part of each design on each flashing beacon and traffic signal. The Engineer shall provide a preliminary layout for initial review and approval by the State. The Engineer shall prepare circuit wiring diagrams showing the number of luminaries on each circuit, electrical conductors, length of runs, service pole assemblies. Underpass lighting shall be used on all structures within each project. The Engineer shall integrate existing illumination within the project limits into the proposed design. The Engineer shall coordinate with the State to determine the location of proposed high-mast, conventional, and underpass lighting.
- 163.5. Storm Water Pollution Prevention Plans (SW3P).** The Engineer shall develop SW3P, on separate sheets from (but in conformance with) the TCP, to minimize potential impact to receiving waterways. The SW3P shall include text describing the plan, quantities, type, phase and locations of erosion control devices and any required permanent erosion control
- 163.6. Compute and Tabulate Quantities.** The Engineer shall provide the summaries and quantities within all formal submittals.
- 163.7. Special Utility Details (Water, Sanitary Sewer, etc.)** The Engineer shall develop special details to accommodate or adjust utilities. Prior to developing any special utility detail, the Engineer shall notify the State in writing regarding each utility conflict that may require an accommodation. As directed by the State the Engineer shall coordinate with each utility to develop each special detail. The Engineer shall develop each utility detail or accommodation in compliance with the State's *Utility Accommodation Rules*. The Engineer shall prepare each plan sheet, detail sheet, special specification, special provision, and special note required to incorporate the details into the State's plans.
- 163.8. Miscellaneous Structural Details.** The Engineer shall provide necessary details required to supplement standard details.
- 163.9. Agreements (Railroad, etc.) and Layouts.** The Engineer shall prepare each railroad or other agency agreement, exhibit, and layout sheet in accordance with the requirements of each railroad and as

**163.10. Estimate.** The Engineer shall independently develop and report quantities necessary to construct contract in standard State bid format at the specified milestones and Final PS&E submittals. The Engineer shall prepare each construction estimates using Estimator. The estimate shall be provided in DCIS format at the 95% and Final PS&E submittals.

**163.11. Specifications and General Notes.** The Engineer shall identify necessary standard specifications, special specifications, special provisions and the appropriate reference items. The Engineer shall prepare General Notes from the District's *Master List of General Notes*, Special Specifications and Special Provisions for inclusion in the plans and bidding documents. The Engineer shall provide General Notes, Special Specifications and Special Provisions in the required format.

**FUNCTION CODE 164: Managing Contracted PS&E Services (FC 110-170)**

- a. Perform all work in accordance with the State's latest practices, criteria, specifications, policies, procedures and Standards of Uniformity (SOU). All documents shall be sufficient to satisfy the current SOUs available from the State.
- b. Act as an agent for the State when specified in a work authorization.
- c. Produce a complete and acceptable deliverable for each environmental service performed for environmental documentation.
- d. Incorporate environmental data into identification of alternatives.
- e. Notify the State of its schedule, in advance, for all field activities.
- f. When specified, seek right of entry from public or private land owners to perform environmental services. Right of entry permission shall be written and signed by the land owner. Develop letters or other materials for seeking right of entry. Letters or other materials seeking right of entry shall not be distributed without prior approval of the State. Letters or other materials seeking right of entry shall contain explicit reference to the kinds of activities for which right of entry is requested and an indication of the impacts (if any) that will result from performance of environmental services.
- g. Notify the State as soon as practical, by phone and in writing, if performance of environmental services discloses the presence or likely presence of significant impacts (in accord with 40 Code of Federal Regulations (CFR) 1500-1508). Inform the State of the basis for concluding that there are significant impacts and the basis for concluding that the impacts may require mitigation.
- h. Notify the State as soon as practical, by phone and in writing, if performance of environmental services results in identification of impacts or a level of controversy that may elevate the Transportation Activity's status from a categorical exclusion or environmental assessment, and the State will reassess the appropriate level of documentation.
- i. Provide progress reports at time intervals as defined in the Work Authorization. Progress reports will include:
  - Activities during the reporting period.
  - Activities planned for the following months.
  - Project action item and project schedule maintenance.
  - Overall status of project.
- j. Develop and maintain a detailed project schedule to track project conformance to Exhibit C, Work Schedule, for each work authorization. The schedule submittals shall be hard copy and electronic format.

- ## **BRIDGE DESIGN: FUNCTION CODE 170**

Prior to preparation of each bridge layout, the Engineer shall prepare a comparative cost analysis of bridge structures to determine: (1) the optimum bridge beams for vertical clearance over railroads, roadway, or waterways, (2) the optimum bridge structure versus roadway embankment, pavement, soil stabilization, and retaining walls, and (3) to determine optimum in bridge beams for the direct connectors.

1. **Locate utilities.** Determine the locations of utilities that affect placement of bridge substructure elements.
2. **Determine extents of right of way.**
3. **If necessary, review existing documentation and information for rehabilitation, widening, or replacement of existing structures.** Available information may include:
  - 3.1. Original plans and shop drawings.
  - 3.2. Existing specifications.
  - 3.3. Documentation of previous repairs.
  - 3.4. Routine Bridge Inspection Report.
  - 3.5. Inspection reports/condition surveys. Conduct additional inspections as required to fully determine extent of repairs, structural adequacy, and existing condition of structure. Coordinate with the State project manager to arrange any necessary inspections.
  - 3.6. Load rating reports.
  - 3.7. Soil borings and pile driving record.

Attachment C

**170.2. Bridge Detail Summary.** The Engineer shall prepare bridge quantities, estimates and specifications in accordance to the above-listed manuals for each bridge replacement, bridge widening, bridge class culvert, and bridge rail retrofit.

**170.3. Bridge Replacement, Bridge Widening, and Bridge Class Culvert Structural Details.** The Engineer shall prepare each structural design and develop detailed structural drawings of all required details in compliance with above-listed manuals. Prepare any project-specific modified standards necessary for inclusion in the PS&E package. Sign, seal, and date all project-specific modified standards. Additionally, the Engineer shall perform the tasks specified in the work authorization.

If a bridge is determined to be widened, the Engineer shall provide an inventory and operating load rating of the existing structure. Load ratings of existing structures shall be in accordance with the TxDOT Bridge Inspection Manual and AASHTO's *Manual for Bridge Evaluation*. Load rating results shall be submitted in a Bridge Load Rating Report. Sign, seal, and date the Load Rating Report.

**170.4. Bridge Standards Development:** If indicated in the work authorization, the Engineer shall prepare each structural design and develop structural standard drawings of all required details in compliance with the above listed manuals.

**170.5. Traffic Standards Development:** If indicated in the work authorization, the Engineer shall prepare each design and develop traffic standard drawings of all required details in compliance with the above listed manuals.

**170.6. Bridge Rail Retrofit Structural Details:** The Engineer shall prepare each structural design and develop detailed structural drawings of all required details in compliance with the above listed manuals. The Engineer shall utilize TxDOT standard bridge details and rails to the greatest extent possible. Prepare any project-specific modified standards necessary for inclusion in the PS&E package. The Engineer shall sign, seal, and date all project-specific modified standards.

**170.7. Load Rating of Bridge Projects:** If indicated in the work authorization, the Engineer shall provide an inventory and operating rating of newly constructed structures. Both superstructure and substructure shall be load rated. Load ratings shall be in accordance with the TxDOT Bridge Inspection Manual and AASHTO's *Manual for Bridge Evaluation*. Each separate superstructure element constructed shall be rated. Load rating results shall be submitted in a Bridge Load Rating Report. Sign, seal, and date the Load Rating Report.

**170.8. Seismic Analysis of Bridge Projects:** If indicated in the work authorization, the Engineer shall perform seismic analysis of bridge structures. The bridge design notes shall indicate the seismic zone and checks performed to ensure that AASHTO criteria is met.

**170.9. Bridge Repair Structural Details:** The Engineer shall prepare each structural design, repair method, and develop detailed structural drawings of all required details in compliance with the above listed manuals. Repair methods shall adhere to industry standards and provisions from applicable documents by material specific organizations and American Society for Testing and Materials. For repair to concrete structures, the repair shall be implemented in accordance with the methods outlined in the TxDOT Concrete Repair Manual. When developing repair or rehabilitation plans, the Engineer shall specifically include which sections of the TxDOT Concrete Repair Manual that will be enforced.



- ### **CONSTRUCTION PHASE SERVICES: FUNCTION CODE 309**

1. Attend preconstruction meeting
2. Attend partnering meeting
3. Attend field meetings and make visits to site
4. Calculate quantities and assist the area engineer in preparing change orders
5. Review and approval of shop drawings
6. Review and approval of forming details
7. Responding to requests for information (RFIs)
8. Providing minor redesign (major redesign should be handled with a contract supplement)
9. Answering general questions
10. Providing clarification
11. Other project related tasks in support of TxDOT during construction

## Plans

1. 30% Plans Submittal - Provide the State with a review set of plans of the items below in the format specified in the Work Authorization:
  - 1.1. Estimate of construction cost
  - 1.2. Engineer's internal QA/QC markup set
  - 1.3. Form 1002 and Design Exceptions with existing and proposed typical sections, location map and design exception exhibits
  - 1.4. Preliminary Title Sheet
  - 1.5. Existing and Proposed Typical Sections
  - 1.6. Preliminary Summary Sheets
  - 1.7. Control Data Sheets
  - 1.8. Preliminary Plan & Profile Sheets for all Alignments
  - 1.9. Preliminary Intersection Layouts
  - 1.10. Preliminary Grading Sheets
  - 1.11. Preliminary Drainage Area Maps
  - 1.12. Preliminary Culvert Computations
  - 1.13. Preliminary Culvert Layouts
  - 1.14. Preliminary Bridge Layouts
  - 1.15. Exhibit A Documents for Railroad Coordination
  - 1.16. Preliminary Intelligence Transportation Systems (ITS) Sheets
  - 1.17. Comprehensive Map of all Utilities within the Project Area
2. 60% Plans Submittal - Provide the State with a review set of plans of the items below in the format specified in the Work Authorization:
  - 2.1. Engineer's internal QA/QC marked up set.
  - 2.2. 1 set of a roll format TCP phasing layouts, 1 .pdf of plans sheets for TCP concept, and significant project procedures form (State Form 2229) to present at the DSRT for the State review.
  - 2.3. Address 30% Comments
  - 2.4. Updated Title Sheet with Index of Sheets including Standards
  - 2.5. Final Existing and Proposed Typical Sections
  - 2.6. Updated Summary Sheets
  - 2.7. Preliminary Traffic Control Plan Sheets
  - 2.8. Control Data Sheets & Right of Way Marker Sheets
  - 2.9. Final Plan & Profile Sheets for all Alignments
  - 2.10. Final Intersection Layouts
  - 2.11. Preliminary Traffic Signal Sheets
  - 2.12. Preliminary Illuminations Sheets
  - 2.13. Preliminary ITS Sheets
  - 2.14. Preliminary Miscellaneous Roadway Details
  - 2.15. Final Drainage Area Maps
  - 2.16. Final Culvert Computations
  - 2.17. Final Culvert Layouts
  - 2.18. Preliminary Storm Sewer Plan & Profile Sheets
  - 2.19. Preliminary Hydraulic Computations
  - 2.20. Soil Borings
  - 2.21. Preliminary Retaining Wall Layouts
  - 2.22. Approved Bridge Layouts
  - 2.23. Final Utility Exhibits
  - 2.24. Preliminary Signing Layouts

- ### Electronic Copies

Primavera (P3) file or the latest scheduling program used by the State for construction time estimate.

**The Engineer shall provide the following information on a CD/DVD in digital copy (.PDF) format with:**

- Submit element normally bound using a .pdf format.

1. The Engineer shall prepare design notes (or convert electronic files) and submit a single PDF file for each bridge. In the case of a single design done for twin structures, submit the same notes under two separate NBI numbers.
  - 1.1. Refer to *Figure 6: Guidance for Calculation Retention* in the Bridge Division's *Quality Control and Quality Assurance Guide* at [http://ftp.dot.state.tx.us/pub/txdot-info/library/pubs/bus/bridge/qa\\_qc\\_guide.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/library/pubs/bus/bridge/qa_qc_guide.pdf) for the design elements that are required and how to assemble the PDF file.
  - 1.2. Additionally, the file should contain:
    - 1.2.1. Completed Quality Control Cover Sheet from the *Quality Control and Quality Assurance Guide* at [http://ftp.dot.state.tx.us/pub/txdot-info/library/pubs/bus/bridge/qa\\_qc\\_guide.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/library/pubs/bus/bridge/qa_qc_guide.pdf). The Engineer is allowed to use their own cover sheet if it is similar to the Quality Control Coversheet from the *Quality Control and Quality Assurance Guide*.
    - 1.2.2. Bridge layout at the time of the original design
    - 1.2.3. Load rating calculations
    - 1.2.4. Communication directly related to the included elements
  - 1.3. Do not include bridge geometry runs (BGS, Geomath, spreadsheets, etc.).
2. Name the file using the following naming convention:
  - 2.1. Design notes: NBI\_DN\_yyyy—mm, with yyyy-mm being the year and month the PDF file is submitted (ex. 1234567890abcde\_DN\_2015-06)
  - 2.2. Change Orders: NBI\_CO\_yyyy—mm, with yyyy-mm being the year and month the PDF file is submitted (ex. 1234567890abcde\_CO\_2015-06)
3. Send the Archiving File PDF of bridge design notes to the TxDOT contract manager, who will submit to the TxDOT Bridge Management Group. The files will become part of the permanent bridge file in the TxDOT bridge inspection database management system.

## Attachment D-1

**ATTACHMENT D**  
**D-2**  
**SUPPLEMENTAL WORK AUTHORIZATION NO. \_\_\_\_**  
**WORK AUTHORIZATION NO. \_\_\_\_**  
**CONTRACT FOR ENGINEERING SERVICES**

**THIS SUPPLEMENTAL WORK AUTHORIZATION** is made pursuant to the terms and conditions of Article 5 Contract No. \_\_\_\_\_ hereinafter identified as the "Contract," entered into by and between the State of Texas, acting by and through the Texas Department of Transportation (the State), and \_\_\_\_\_ (the Engineer).

The following terms and conditions of Work Authorization No. \_\_\_\_ are hereby amended as follows:

This Supplemental Work Authorization shall become effective on the date of final execution of the parties hereto. All other terms and conditions of Work Authorization No. \_\_\_\_ not hereby amended are to remain in full force and effect.

**IN WITNESS WHEREOF**, this Supplemental Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

**THE ENGINEER**

**THE STATE OF TEXAS**

\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title)  
\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title)  
\_\_\_\_\_  
(Date)

This attachment provides the basis of payment and fee schedule. **The basis of payment for this contract is indicated by an “X” in the applicable box.** The basis shall be supported by the Final Cost Proposal (FCP) shown below. If more than one basis of payment is used, each one must be supported by a separate FCP.

Engineering-Engineering IndefDelwWA.doc Page 1 of 13 Attachment E

## Final Cost Proposal (FCP) Supporting Basis of Payment

The maximum amount payable is based on the following data and calculations:

Attachment E



LEGACY CONTRACT NO.		88-6IDP5096	
ERP CONTRACT NO.		601CT0000000000000000000000004684	
<b>ATTACHMENT E- FEE SCHEDULE</b>			
<b>SPECIFIED RATE AND LUMP SUM PAYMENT BASIS</b>			
<b>PRIME PROVIDER NAME:</b>		Jacobs Engineering Group, Inc.	
<b>DIRECT LABOR</b>			
<b>LABOR/STAFF CLASSIFICATION</b>	<b>YEARS OF EXPERIENCE</b>	<b>HOURLY BASE RATE</b>	<b>HOURLY CONTRACT RATE</b>
Senior Project Manager	20+	\$72.00	\$168.99
Senior Engineer	15+	\$61.00	\$143.17
Senior Structural Engineer	15+	\$68.00	\$159.60
Structural Engineer	5 to 15	\$54.00	\$126.74
Project Engineer	10 to 15	\$49.00	\$115.01
Design Engineer	5 to 10	\$41.00	\$96.23
Engineer-In-Training	1 to 5	\$33.00	\$77.45
Senior Engineer Tech	15+	\$38.00	\$89.19
Senior CADD Operator	15+	\$34.00	\$79.80
CADD Operator	5 to 15	\$28.00	\$65.72
Admin/Clerical		\$22.00	\$51.64
Survey Tech	1 to 5	\$27.00	\$63.37
1 - Person Survey Crew (Includes GPS and Robotic Total Stations. Mileage not included.)		\$37.00	\$86.84
2 - Person Survey Crew (Includes GPS and Robotic Total Stations. Mileage not included.)		\$55.00	\$129.09
3 - Person Survey Crew (Includes GPS and Robotic Total Stations. Mileage not included.)		\$65.00	\$152.56
4 - Person Survey Crew (Includes GPS and Robotic Total Stations. Mileage not included.)		\$76.00	\$178.38
Quality Manager	15+	\$60.00	\$140.82
Senior Environmental Planner	15+	\$60.00	\$140.82
Environmental Planner IV	10 to 15	\$45.00	\$105.62
Environmental Planner III	5 to 10	\$37.00	\$86.84
Environmental Planner I/II	1 to 5	\$27.00	\$63.37
Senior Environmental Scientist	15+	\$55.00	\$129.09
Senior Public Involvement Specialist		\$58.00	\$136.13
Public Involvement Specialist		\$40.00	\$93.88
RPLS Project Manager	15+	\$56.00	\$131.44
Senior Survey Technician		\$36.00	\$84.49
Senior Scheduler		\$45.00	\$105.62
<b>INDIRECT COST RATE:</b>	<b>109.56%</b>		
<b>PROFIT RATE:</b>	<b>12.0%</b>		
Contract rates include labor, overhead, and profit.			
All rates are negotiated rates and are not subject to change or adjustment.			
<b>Specified Rate Payment Basis</b> - Contract rates to be billed. Documentation of hours must be maintained and is subject to audit.			
<b>Lump Sum Payment Basis</b> - Invoice by deliverable, according to the table of deliverables. Documentation of hours worked not required.			
<b>Note:</b> Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.			

LEGACY CONTRACT NO.		88-6IDP5096	
ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
SPECIFIED RATE AND LUMP SUM PAYMENT BASIS			
SUBPROVIDER NAME:		K. Friese & Associates, Inc.	
DIRECT LABOR			
LABOR/STAFF CLASSIFICATION	YEARS OF EXPERIENCE	HOURLY BASE RATE	HOURLY CONTRACT RATE
Senior Engineer	15+	\$60.00	\$173.90
Project Engineer	10 to 15	\$48.00	\$139.12
Design Engineer	5 to 10	\$39.00	\$113.03
Engineer-In-Training	1 to 5	\$32.00	\$92.74
Senior Engineer Tech	15+	\$34.00	\$98.54
Engineer Tech	5 to 15	\$28.00	\$81.15
Junior Engineer Tech	1 to 5	\$22.50	\$65.21
Senior CADD Operator	15+	\$29.00	\$84.05
CADD Operator	5 to 15	\$25.00	\$72.46
Admin/Clerical		\$21.00	\$60.86
Senior Hydrologist	15+	\$60.00	\$173.90
INDIRECT COST RATE:	163.48%		
PROFIT RATE:	10.0%		
Contract rates include labor, overhead, and profit.			
All rates are negotiated rates and are not subject to change or adjustment.			
Specified Rate Payment Basis - Contract rates to be billed. Documentation of hours must be maintained and is subject to audit.			
Lump Sum Payment Basis - Invoice by deliverable, according to the table of deliverables. Documentation of hours worked not required.			
Note: Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.			

LEGACY CONTRACT NO.		88-6IDP5096	
ERP CONTRACT NO.		601CT0000000000000000000000004684	
<b>ATTACHMENT E- FEE SCHEDULE</b>			
<b>SPECIFIED RATE AND LUMP SUM PAYMENT BASIS</b>			
<b>SUBPROVIDER NAME:</b>		CP&Y, Inc., dba Chiang, Patel & Yerby, Inc.	
<b>DIRECT LABOR</b>			
<b>LABOR/STAFF CLASSIFICATION</b>	<b>YEARS OF EXPERIENCE</b>	<b>HOURLY BASE RATE</b>	<b>HOURLY CONTRACT RATE</b>
Project Manager	10 to 20	\$65.00	\$207.41
Senior Engineer	15+	\$58.00	\$185.07
Senior Structural Engineer	15+	\$60.00	\$191.45
Structural Engineer	5 to 15	\$49.00	\$156.35
Project Engineer	10 to 15	\$48.00	\$153.16
Design Engineer	5 to 10	\$39.00	\$124.44
Engineer-In-Training	1 to 5	\$32.00	\$102.11
Senior Engineer Tech	15+	\$36.00	\$114.87
Engineer Tech	5 to 15	\$30.00	\$95.73
Junior Engineer Tech	1 to 5	\$24.00	\$76.58
Admin/Clerical		\$22.00	\$70.20
Senior Hydrologist	15+	\$60.00	\$191.45
Hydrologist	5 to 15	\$48.00	\$153.16
Senior Engineering Specialist	20+	\$44.00	\$140.40
<b>INDIRECT COST RATE:</b>	<b>190.08%</b>		
<b>PROFIT RATE:</b>	<b>10.0%</b>		
Contract rates include labor, overhead, and profit.			
All rates are negotiated rates and are not subject to change or adjustment.			
<b>Specified Rate Payment Basis</b> - Contract rates to be billed. Documentation of hours must be maintained and is subject to audit.			
<b>Lump Sum Payment Basis</b> - Invoice by deliverable, according to the table of deliverables. Documentation of hours worked not required.			
<b>Note:</b> Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.			

LEGACY CONTRACT NO.		88-6IDP5096	
ERP CONTRACT NO.		601CT00000000000000000000000004684	
<b>ATTACHMENT E- FEE SCHEDULE</b>			
<b>SPECIFIED RATE AND LUMP SUM PAYMENT BASIS</b>			
<b>SUBPROVIDER NAME:</b>		Professional Service Industries, Inc.	
<b>DIRECT LABOR</b>			
<b>LABOR/STAFF CLASSIFICATION</b>	<b>YEARS OF EXPERIENCE</b>	<b>HOURLY BASE RATE</b>	<b>HOURLY CONTRACT RATE</b>
Project Manager	10 to 20	\$58.00	\$186.76
Senior Engineer	15+	\$52.50	\$169.05
Senior Structural Engineer	15+	\$60.00	\$193.20
Structural Engineer	5 to 15	\$49.00	\$157.78
Project Engineer	10 to 15	\$42.00	\$135.24
Design Engineer	5 to 10	\$37.00	\$119.14
Engineer-In-Training	1 to 5	\$29.00	\$93.38
Senior Engineer Tech	15+	\$34.00	\$109.48
Engineer Tech	5 to 15	\$25.00	\$80.50
Junior Engineer Tech	1 to 5	\$20.00	\$64.40
Senior CADD Operator	15+	\$27.00	\$86.94
CADD Operator	5 to 15	\$22.00	\$70.84
Junior CADD Operator	1 to 5	\$16.00	\$51.52
Admin/Clerical		\$19.00	\$61.18
Senior Hydrologist	15+	\$60.00	\$193.20
Hydrologist	5 to 15	\$48.00	\$154.56
Senior Geologist		\$32.00	\$103.04
Geologist		\$27.00	\$86.94
<b>INDIRECT COST RATE:</b>	<b>192.72%</b>		
<b>PROFIT RATE:</b>	<b>10.0%</b>		
Contract rates include labor, overhead, and profit.			
All rates are negotiated rates and are not subject to change or adjustment.			
<b>Specified Rate Payment Basis</b> - Contract rates to be billed. Documentation of hours must be maintained and is subject to audit.			
<b>Lump Sum Payment Basis</b> - Invoice by deliverable, according to the table of deliverables. Documentation of hours worked not required.			
<b>Note:</b> Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.			

ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
OTHER DIRECT EXPENSES			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	UNIT	FIXED COST	MAXIMUM COST
Lodging/Hotel (Taxes/fees not included)	day/person		Current State
Lodging/Hotel - Taxes and Fees	day/person		\$55.00
Meals (Excluding alcohol & tips) (Overnight stay required)	day/person		Current State
Mileage	mile	Current State	
Rental Car (Includes taxes and fees; Insurance costs will not be reimbursed)	day		\$75.00
SUV or ATV Rental (Includes taxes and fees; Insurance costs will not be reimbursed)	day		\$150.00
Rental Car Fuel	gallon		\$4.50
Air Travel (Use with Indefinite Deliverable Contracts)	Rd Trip/person		Coach
Air Travel - In State - Short Notice (Coach)	Rd Trip/person		\$600.00
Air Travel - In State - 2+ Wks Notice (Coach)	Rd Trip/person		\$500.00
Air Travel - Out of State - Short Notice (Coach)	Rd Trip/person		\$1,000.00
Air Travel - Out of State - 2+ Wks Notice (Coach)	Rd Trip/person		\$750.00
Taxi/Cab fare	each/person		\$50.00
Parking	day		\$25.00
Toll Charges	each		\$4.00
Standard Postage	letter	Current Postal	
Certified Letter Return Receipt	each	Current Postal	
Overnight Mail - letter size	each		\$30.00
Overnight Mail - oversized box	each		\$50.00
Courier Services	each		\$50.00
Photocopies B/W (8 1/2" X 11")	each	\$0.10	
Photocopies B/W (11" X 17")	each	\$0.20	
Photocopies Color (8 1/2" X 11")	each	\$0.75	
Photocopies Color (11" X 17")	each	\$1.10	
Digital Ortho Plotting	sheet	\$1.50	
Plots (B/W on Bond)	square foot	\$1.00	
Plots (Color on Bond)	square foot	\$1.75	
Plots (Color on Photographic Paper)	square foot	\$5.00	
Color Graphics on Foam Board	square foot	\$15.00	
Presentation Boards 30" X 40" Color Mounted	each		\$100.00
Report Printing	each		\$75.00
Report Binding and Tabbing	each		\$12.00
Notebooks	each		\$10.00
Reproduction of CD/DVD	each		\$10.00
CDs	each		\$1.00
4" X 6" Digital Color Print	picture		\$0.50
Tx Parks & Wildlife Data Request Fees	each		\$75.00
Hazardous Materials Database Search	per search		\$250.00
Environmental Field Supplies (lathes, stakes, flagging, spray paint, etc.)	day		\$75.00

ERP CONTRACT NO.		601CT00000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
OTHER DIRECT EXPENSES			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	UNIT	FIXED COST	MAXIMUM COST
Curator (Drawer & TX Archaeological Research Lab for artifacts & report)	per project		\$500.00
Newspaper Advertisement	per publication		\$2,500.00
Court Reporter	page		\$40.00
Court Reporter (Public Meetings, Hearings & Transcription)	day		\$1,000.00
Translator (English to Spanish, other language as appropriate, or Sign Language) for Public Involvement	event		\$600.00
Translator (English to Spanish, other language as appropriate, or Sign Language)	hour		\$100.00
Custodian for Public Involvement	hour/custodian		\$30.00
Sound Technican for Public Involvement	event		\$500.00
Public Involvement Facility Rental	event		\$2,000.00
Public Involvement Facility Rental (estimate)	8 hours		\$2,000.00
Audio - Visual Equipment Rental	event		\$1,000.00
Audio - Equipment Rental	each		\$500.00
Public Notices - Mass Mailing	each		\$300.00
Railroad - Flagger (Service provided by RR)	Hour		\$60.00
Railroad - Permit	each		\$500.00
Traffic Control Services, Arrow Boards and Attenuator trucks - Small Project (Includes labor, equipment and fuel)	day		\$1,300.00
Traffic Control Services, Arrow Boards and Attenuator trucks - Medium Project (Includes labor, equipment and fuel)	day		\$1,575.00
Traffic Control Services, Arrow Boards and Attenuator trucks - Large Project (Includes labor, equipment and fuel)	day		\$2,500.00
Attenuator trucks - (Lane/Shoulder Closure) (Includes labor, equipment and fuel)	day		\$410.00
Attenuator trucks - (No Lane Closure) (Includes labor, equipment and fuel)	day		\$260.00
Flashing Arrow Board	day		\$120.00
Portable Message Board	day		\$200.00
Law Enforcement/Uniform Officer (including vehicle)	hour		\$55.00
Boat with Motor	day		\$250.00
GPS Receiver (rates applied to actual time GPS units are in use)	hour		\$20.00
GPS RTK (rates applied to actual time GPS units are in use)	hour		\$35.00
GPS Static (rates applied to actual time GPS units are in use)	hour		\$35.00
Map Records	sheet		\$20.00
Deed Copies	sheet		\$3.00
Certified Deed Copies	sheet		\$4.00
Historical Aerial Images	unit		\$100.00

ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
OTHER DIRECT EXPENSES			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	UNIT	FIXED COST	MAXIMUM COST
Aerial Photographs (1" = 500' scale)	each		\$75.00
Type II ROW Monument - Excavated/Drilled, rocks, rocky soil. 2-4 inch depth (Includes crew time, equipment, materials, rentals, & labor.) Brass Marker supplied by TxDOT.	each		\$63.00
Type II ROW Monument - Poured 2-3 Feet (Includes One Call, crew time, equipment, materials, rentals, labor.) Brass Marker supplied by TxDOT.	each		\$225.00
Reprographics	per sq ft		\$6.00
Terrestrial Laser Scanner (rates applied to actual time scanner unit is in use)	Hour		\$75.00
Ground Target (includes paint, panel material, etc.)	Each		\$15.00
Helicopter Equipment LiDAR -Transit Miles (including turn, maneuver miles and local airport to project)	per mile		\$52.00
Helicopter Equipment LiDAR -Project Flight Miles (On project flight miles)	per mile		\$25.00
Fixed Wing Airborne LiDAR- Transit Miles (including turn, maneuver miles and local airport to project)	per mile		\$20.00
Fixed Wing Airborne LiDAR- Project Flight Miles (On project flight miles)	per mile		\$15.00
Aerial Photography- Transit miles (including turn, maneuver miles and local airport to project)	per mile		\$10.00
Aerial Photography- Project Flight Miles (On project flight miles)	per mile		\$30.00
Aerial Photography- Airborne GPS/IMU Data collection/Processing	per project		\$2,000.00
Photo Lab Service- Black and White Processing (film, development, scanning)	per frame		\$20.00
Photo Lab Service- Color Processing (film, development, scanning)	per frame		\$25.00
Photo Lab Service- Color Infrared Processing (film, development, scanning)	per frame		\$27.00
Photo Lab Service- Digital image processing	Per Frame		\$5.00
Photo Lab Service- Enlargements, Lamination, Mounting	per sq ft		\$5.00
Contract Labor (Staff Augmentation)	hr/emp		\$30.00
Surveying Supplies (nails, lathe, flagging, paint)	each		\$15.00
Mobilization for Aerial Photography/LiDAR Fixed Wing Aircraft (Includes aircraft, Pilot, Camera/LiDAR Operator, fuel and transportation cost)	per project		\$20,000.00
Mobilization for Helicopter Airborne LiDAR (Includes helicopter, Pilot, LiDAR Operator, fuel and transportation cost)	per project		\$20,000.00
Mobilization for Aerial Photography/LiDAR Fixed Wing Aircraft (Includes aircraft, Pilot, Camera/LiDAR Operator, fuel and transportation cost)	Per Project		\$20,000.00
Mobilization for Helicopter Airborne LiDAR (Includes helicopter, Pilot, LiDAR Operator, fuel and transportation cost)	Per Project		\$20,000.00
Profit not allowed on Other Direct Expenses.			

ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
OTHER DIRECT EXPENSES			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	UNIT	FIXED COST	MAXIMUM COST
<b>For Cost Plus Fixed Fee, Specified Rate, and Unit Cost</b> - Fixed cost items to be billed at the fixed cost rate. Documentation, such as a usage log, must be maintained for audit purposes, and may be required to be submitted as a basis for reimbursement. For items with a maximum cost, actual cost to be billed not to exceed the maximum shown. Itemized receipts must be maintained for audit purposes, and may be required to be submitted as a basis for reimbursement. <b>For Lump Sum</b> - No documentation required. Invoicing by physical percent complete includes combination of direct labor and other direct expenses.			
<b>NOTE: For Cost Plus Fixed Fee, Specified Rate, and Unit Cost</b> - Miscellaneous other direct expenses up to \$100 per unit will be reimbursed at cost if approved and documented in advance by the State's Project Manager. Miscellaneous other direct expenses of \$100 per unit or more will not be reimbursed unless a supplemental agreement to the contract and work authorization (if WAs are used) has been executed in advance authorizing the miscellaneous other direct expenses. No more than \$2,500 in miscellaneous other direct expenses may be approved by the State's Project Manager over the life of this contract including prime provider and subproviders. <b>For Lump Sum</b> - This statement does not apply.			



LEGACY CONTRACT NO.		88-6IDP5096	
ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
UNIT COST PAYMENT BASIS			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	Test Code/Method	UNIT	COST
Volumetric Shrinkage	ASTM 427	each	\$80.00
Unconfined Compressive Strength (Soil)	ASTM D2166	each	\$45.00
Hydraulic Conductivity Permeability	ASTM D2434	each	\$225.00
One Dimensional Consolidation Properties of Soil	ASTM D2435	each	\$300.00
Unconfined Compressive Strength (Rock)	ASTM D2938	each	\$60.00
Direct Shear Test of Soils Under Consolidated Drained Conditions	ASTM D3080	set of 3	\$500.00
Splitting Tensile of Intact Rock Core	ASTM D3967	each	\$50.00
Water Stand Pipes (Includes material & installation)	ASTM D4043	L.F.	\$25.00
Calcium Carbonate Content of Soils	ASTM D4373	each	\$50.00
Hydraulic Conductivity Permeability	ASTM D4511	each	\$200.00
One Dimensional Swell, Methods A & B	ASTM D4546	each	\$90.00
One Dimensional Swell, Method C	ASTM D4546	each	\$150.00
Permeability of Silt and Clays	ASTM D5084	each	\$300.00
Hydraulic Conductivity in Vadose Zone (Percolation)	ASTM D5126	each	\$350.00
Miscellaneous Testing		hour	\$60.00
Vertical Inclinomater		each	\$300.00
Vertical Inclinomater Installation		each	\$600.00
Vibrating Wire Piezometer		each	\$650.00
Vibrating Wire Piezometer Installation		each	\$900.00
Determination of Moisture Content in Soils	TEX-103-E	each	\$7.00
Determination of Soil Constants Including:			
Liquid Limit of Soils (LL)	TEX-104-E	each	\$50.00
Plasticity Index (PI)	TEX-106-E	each	\$50.00
Plastic Limit of Soils (PL)	TEX-105-E	each	\$50.00
Bar Linear Shrinkage for Soils	TEX-107-E	each	\$30.00
Determining the Specific Gravity of Soils	TEX-108-E	per test	\$75.00
Determination of Particle Size Analysis of Soils Text (Part I) - Retained +40	TEX-110-E	each	\$60.00
Determination of Particle Size Analysis of Soils Text (Part II) - Hydrometer Analysis	TEX-110-E	each	\$100.00
Amount of Minus No. 200 Sieve Material of Soils	TEX-111-E	each	\$30.00
Admixing Lime to Reduce PI of Soils	TEX-112-E	per series	\$150.00
Laboratory Compaction Characteristics and Moisture-Density Relationship of Base Materials Includes: Liquid Limit and Plastic Limit	TEX-113-E	per test	\$175.00
Laboratory Compaction Characteristics and Moisture-Density Relationship of Subgrade, Embankment Soils, and Backfill Material (Part I)	TEX-114-E	per test	\$130.00
Laboratory Compaction Characteristics and Moisture-Density Relationship of Subgrade, Embankment Soils, and Backfill Material (Part II)	TEX-114-E	per test	\$130.00
Laboratory Compaction Characteristics and Moisture-Density Relationship of Subgrade, Embankment Soils, and Backfill Material (Part III)	TEX-114-E	per test	\$130.00
Ball Mill method for Determining the Disintegration of Flexible Base Material	TEX-116-E	per test	\$145.00
Triaxial Compression for Disturbed Soils and Base Materials (Part I) Incudes: LL,PL, Gradation, and MD Curve	TEX-117-E	per test	\$1,100.00

ERP CONTRACT NO.		601CT00000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
UNIT COST PAYMENT BASIS			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	Test Code/Method	UNIT	COST
Triaxial Compression for Disturbed Soils and Base Materials (Part II) Includes: LL, PL, Gradation, and MD Curve	TEX-117-E	per test	\$1,000.00
Triaxial Compression Test for Undisturbed Soils (UU) or ASTM D2850	TEX-118-E	per test	\$70.00
Soil-Cement Testing (Part I) (Includes Tex-113-E)	TEX-120-E	per series	\$350.00
Soil-Cement Compressive Strength, (Part II)	TEX-120-E	per test	\$175.00
Soil-Lime Testing (Part I) (Includes Tex-113-E)	TEX-121-E	per series	\$325.00
Soil-Lime Compressive Strength, ( Part II)	TEX-121-E	per test	\$125.00
Potential Vertical Rise	TEX-124-E	each	\$40.00
Soil pH	TEX-128-E	each	\$30.00
Method of Test for the Resistivity of Soils Material	TEX-129-E	each	\$50.00
Consolidated Undrained Triaxial Compression Test for Undisturbed Soils(CU) or ASTM D4767 (single-stage) (includes moisture, PI, -200 and unit weight)/each	TEX-131-E	per test	\$350.00
Consolidated Undrained Triaxial Compression Test for Undisturbed Soils (CU) or ASTM D4767 (multi-stage) (includes moisture, PI, -200 and unit weight)/each	TEX-131-E	per test	\$1,000.00
Sulfate Determination in Soils	TEX-145-E	each	\$25.00
Chloride or sulfate Determination/Each	TEX-620-J	per test	\$40.00
<b>Geotechnical Field Testing</b>			
Soil Boring with SPT	ASTM D1586	L.F.	\$25.00
Soil Boring/Rock Coring with TCP ( < 60 ft.)	Tex-132-E	L.F.	\$25.00
Soil Boring/Rock Coring with TCP ( > 60 ft.)	Tex-132-E	L.F.	\$38.00
Soil Boring/Rock Coring without TCP ( < 60 ft.)		L.F.	\$25.00
Soil Boring /Rock Coring without TCP ( > 60 ft.)		L.F.	\$25.00
<b>Soil Boring without TCP ( &lt; 60 ft.):</b>			
(a) Utilizing Continuous Sampler	ASTM D1587	L.F.	\$25.00
(b) Shelby Push Tubes Extruded in Field	ASTM D1587	L.F.	\$28.00
(c) Augering		L.F.	\$17.00
<b>Soil Boring without TCP ( &gt; 60 ft.):</b>			
(a) Utilizing Continuous Sampler	ASTM D1587	L.F.	\$30.00
(b) Shelby Push Tubes Extruded in Field	ASTM D1587	L.F.	\$33.00
Soil Boring /Rock Coring using ATV with TCP ( < 60 ft.)	TEX-132-E	L.F.	\$41.00
Soil Boring /Rock Coring using ATV with TCP ( > 60 ft.)	TEX-132-E	L.F.	\$43.00
Soil Boring /Rock Coring using ATV without TCP/LF(< 60 ft)	TEX-132-E	L.F.	\$30.00
Soil Boring /Rock Coring using ATV without TCP/LF(> 60 ft)	TEX-132-E	L.F.	\$35.00
<b>Securing In-Place Cores</b>			
Core/drill operator/technician and coring equipment used to drill Flexible and rigid pavement (2-man crew)		Trip	\$275.00
(a) 4-in. diameter cores		Inch	\$8.00
(b) 6-in. diameter cores		Inch	\$10.00
<b>Borehole Grouting - Bentonite Chips</b>			
		L.F.	\$5.00
Mobilization/Demobilization (within 100 miles of office w/ drilling equipment)		each	\$400.00
Mobilization/Demobilization (greater 100 miles of office w/ drilling equipment)		mi	\$4.00
The unit costs shown include labor, overhead, and profit. Payment based on units completed. No partial payments.			
All unit costs are negotiated costs and are not subject to change or adjustment.			

ERP CONTRACT NO.		601CT0000000000000000000000004684	
ATTACHMENT E- FEE SCHEDULE			
UNIT COST PAYMENT BASIS			
RATES SHOWN APPLY TO PRIME PROVIDER AND ALL SUBPROVIDERS			
SERVICES TO BE PROVIDED	Test Code/Method	UNIT	COST
<b>Unit Cost Payment Basis:</b> If unit costs by year are included, unit costs billed should correspond to the fiscal or calendar year, if applicable, in which the work was done.			
<b>Note:</b> Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.			

Not Applicable



- 1) **PURPOSE.** The purpose of this attachment is to carry out the U.S. Department of Transportation's (DOT) policy of ensuring nondiscrimination in the award and administration of DOT assisted contracts and creating a level playing field on which firms owned and controlled by minority or socially and economically disadvantaged individuals can compete fairly for DOT assisted contracts.
- 2) **POLICY.** It is the policy of the DOT and the Texas Department of Transportation (henceforth the "Department") that Disadvantaged Business Enterprises (DBEs) as defined in 49 CFR Part 26, Subpart A and the Department's Disadvantaged Business Enterprise Program, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Federal funds. Consequently, the Disadvantaged Business Enterprise requirements of 49 CFR Part 26, and the Department's Disadvantaged Business Enterprise Program, apply to this contract as follows.
  - a. The Provider will offer Disadvantaged Business Enterprises, as defined in 49 CFR Part 26, Subpart A and the Department's Disadvantaged Business Enterprise Program, the opportunity to compete fairly for contracts and subcontracts financed in whole or in part with Federal funds. In this regard, the Provider shall make a good faith effort to meet the Disadvantaged Business Enterprise goal for this contract.
  - b. The Provider and any subprovider(s) shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Provider shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. The requirements of this Special Provision shall be physically included in any subcontract.
  - c. When submitting the contract for execution by the Department, the Provider must complete and furnish Exhibit H-1 which lists the commitments made to certified DBE subprovider(s) that are to meet the contract goal and Exhibit H-2 which is a commitment agreement(s) containing the original signatures of the Provider and the proposed DBE(s). For Work Authorization Contracts, Exhibit H-1 is required at the time of submitting the contract for execution by the Department. Exhibit H-2 will be required to be completed and attached with each work authorization number that is submitted for execution, if the DBE will be performing work. Any substitutions or changes to the DBE subcontract amount shall be subject to prior written approval by the Department. If non-DBE subprovider is performing work, insert N/A (not applicable) on the line provided.
  - d. Failure to carry out the requirements set forth above shall constitute a material breach of this contract and may result; in termination of the contract by the Department; in a deduction of the amount of DBE goal not accomplished by DBEs from the money due or to become due to the Provider, not as a penalty but as liquidated damages to the Department; or such other remedy or remedies as the Department deems appropriate.
- 3) **DEFINITIONS.**
  - a. "Department" means the Texas Department of Transportation (TxDOT).
  - b. "Federal-Aid Contract" is any contract between the Texas Department of Transportation and a Provider which is paid for in whole or in part with U. S. Department of Transportation (DOT) financial assistance.
  - c. "Provider" is any individual or company that provides professional or technical services.
  - d. "DBE Joint Venture" means an association a DBE firm and one (1) or more other firm(s) to carry out a single business enterprise for profit for which purpose they combine their property, capital, efforts, skills and knowledge, and in which the DBE is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution, control, management, risks and profits of the joint venture are commensurate with its ownership interest.
  - e. "Disadvantaged Business Enterprise (DBE)" means a firm certified as such by the Department in accordance with 49 CFR Part 26.
  - f. "Good Faith Effort" means efforts to achieve a DBE goal or other requirement of this Special Provision which, by their scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirement.
  - g. "Race-neutral DBE Participation" means any participation by a DBE through customary competitive procurement procedures.

- 4) **PERCENTAGE GOAL.** The goal for Disadvantaged Business Enterprise (DBE) participation in the work to be performed under this contract is 11.7 % of the contract amount.
- 5) **PROVIDER'S RESPONSIBILITIES.** A DBE prime may receive credit toward the DBE goal for work performed by his-her own forces and work subcontracted to DBEs. A DBE prime must make a good faith effort to meet the goals. In the event a DBE prime subcontracts to a non-DBE, that information must be reported to the Department.
- a. A Provider who cannot meet the contract goal, in whole or in part, shall document the "Good Faith Efforts" taken to obtain DBE participation. The following is a list of the types of actions that may be considered as good faith efforts. It is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive. Other factors or types of efforts may be relevant in appropriate cases.
- (1) Soliciting through all reasonable and available means the interest of all certified DBEs who have the capability to perform the work of the contract. The solicitation must be done within sufficient time to allow the DBEs to respond to it. Appropriate steps must be taken to follow up initial solicitations to determine, with certainty, if the DBEs are interested.
  - (2) Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the Provider might otherwise prefer to perform the work items with its own forces.
  - (3) Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
  - (4) Negotiating in good faith with interested DBEs by making a portion of the work available to DBE subproviders and suppliers and selecting those portions of the work or material needs consistent with the available DBE subproviders and suppliers.
  - (5) The ability or desire of the Provider to perform the work of a contract with its own organization does not relieve the Provider's responsibility to make a good faith effort. Additional costs involved in finding and using DBEs is not in itself sufficient reason for a Provider's failure to meet the contract DBE goal, as long as such costs are reasonable. Providers are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.
  - (6) Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities.
  - (7) Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or Provider.
  - (8) Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials or related assistance or services.
  - (9) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.
  - (10) If the Department's Director of the Business Opportunity Programs Office determines that the Provider has failed to meet the good faith effort requirements, the Provider will be given an opportunity for reconsideration by the Director of the appropriate Division.

NOTE: The Provider must not cause or allow subproviders to bid their services.

- b. The preceding information shall be submitted directly to the Chair of the Consultant Selection Team responsible for the project.
- c. The Provider shall make all reasonable efforts to honor commitments to DBE subproviders named in the commitment submitted under Section 2.c. of this attachment. Where the Provider terminates or removes a DBE subprovider named in the initial commitment, the Provider must demonstrate on a case-by-case basis to the satisfaction of the department that the originally designated DBE was not able or willing to perform.
- d. The Provider shall make a good faith effort to replace a DBE subprovider that is unable or unwilling to perform successfully with another DBE, to the extent needed to meet the contract goal. The Provider shall submit a completed Exhibit H-2 Form for the substitute firm(s). Any substitution of DBEs shall be subject to prior written approval by the Department. The Department may request a statement from the firm being replaced concerning its replacement prior to approving the substitution.

- e. The Provider shall designate a DBE liaison officer who will administer the DBE program and who will be responsible for maintenance of records of efforts and contacts made to subcontract with DBEs.
- f. Providers are encouraged to investigate the services offered by banks owned and controlled by disadvantaged individuals and to make use of these banks where feasible.

6) **ELIGIBILITY OF DBEs.**

- a. The Department certifies the eligibility of DBEs, DBE joint ventures and DBE truck-owner operators to perform DBE subcontract work on DOT financially assisted contracts.
- b. This certification will be accomplished through the use of the appropriate certification schedule contained in this Department's DBE program.
- c. The Department publishes a Directory of Disadvantaged Business Enterprises containing the names of firms that have been certified to be eligible to participate as DBEs on DOT financially assisted contracts. The directory is available from the Department's Business Opportunity Programs Office. The Texas Unified Certification Program DBE Directory can be found on the Internet at:  
[http://www.dot.state.tx.us/services/business\\_opportunity\\_programs/tucp\\_dbe\\_directory.htm](http://www.dot.state.tx.us/services/business_opportunity_programs/tucp_dbe_directory.htm).
- d. Only DBE firms certified at the time the contract is signed or at the time the commitments are submitted are eligible to be used in the information furnished by the Provider as required under Section 2.c. and 5.d. above. For purposes of the DBE goal on this contract, DBEs will only be allowed to perform work in the categories of work for which they were certified.

7) **DETERMINATION OF DBE PARTICIPATION.**

A firm must be an eligible DBE and perform a professional or technical function relating to the project. Once a firm is determined to be an eligible DBE, the total amount paid to the DBE for work performed with his/her own forces is counted toward the DBE goal. When a DBE subcontracts part of the work of its contract to another firm, the value of the subcontracted work may be counted toward DBE goals only if the subprovider is itself a DBE. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals.

A DBE subprovider may subcontract no more than 70% of a federal aid contract. The DBE subprovider shall perform not less than 30% of the value of the contract work with assistance of employees employed and paid directly by the DBE; and equipment owned or rented directly by the DBE. DBE subproviders must perform a commercially useful function required in the contract in order for payments to be credited toward meeting the contract goal. A DBE performs a commercially useful function when it is responsible for executing the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE must also be responsible, with respect to materials and supplies used on the contract, for negotiating price, determining quality and quantity, ordering the material, and installing (where applicable) and paying for the material itself. When a DBE is presumed not to be performing a commercially useful function, the DBE may present evidence to rebut this presumption.

A Provider may count toward its DBE goal a portion of the total value of the contract amount paid to a DBE joint venture equal to the distinct, clearly defined portion of the work of the contract performed by the DBE.

Proof of payment, such as copies of canceled checks, properly identifying the Department's contract number or project number may be required to substantiate the payment, as deemed necessary by the Department.

8) **RECORDS AND REPORTS.**

- a. After submission of the initial commitment reported (Exhibit H-1), required by Section 2.c. of this attachment, the Provider shall submit Monthly Progress Assessment Reports (Exhibit H-3), after contract work begins, on DBE involvement to meet the goal and for race-neutral participation. One copy of each report is to be sent to the Department's Business Opportunity Programs Office monthly, in addition one copy is to be submitted with the Provider's invoice. **Only actual payments made to subproviders are to be reported. These reports will be required until all subprovider activity is completed.** The Department may verify the amounts being reported as paid to DBEs by requesting copies of canceled checks paid to DBEs on a random basis.
- b. DBE subproviders should be identified on the report by name, type of work being performed, the amount of actual payment made to each during the billing period, cumulative payment amount and percentage of the



total contract amount. These reports will be due within fifteen (15) days after the end of a calendar month.  
Reports are required even when no DBE activity has occurred in a billing period.

- c. All such records must be retained for a period of seven (7) years following final payment or until any investigation, audit, examination, or other review undertaken during the seven (7) years is completed, and shall be available at reasonable times and places for inspection by authorized representatives of the Department or the DOT.
  - d. Prior to receiving final payment, the Provider shall submit a Final Report (Exhibit H-4), detailing the DBE payments. The Final Report is to be sent to the Department's Business Opportunity Programs Office and one (1) copy to be submitted with the Provider's final invoice. If the DBE goal requirement is not met, documentation of the good faith efforts made to meet the goal must be submitted with the Final Report.
- 9) **COMPLIANCE OF PROVIDER.** To ensure that DBE requirements of this DOT-assisted contract are complied with, the Department will monitor the Provider's efforts to involve DBEs during the performance of this contract. This will be accomplished by a review of Monthly Progress Assessment Reports (Exhibit H-3), submitted to the Department's Business Opportunity Programs Office by the Provider indicating his progress in achieving the DBE contract goal, and by compliance reviews conducted by the Department. The Monthly Progress Assessment Report (Exhibit H-3) must be submitted at a minimum monthly to the Business Opportunity Programs Office, in addition to with each invoice to the appropriate agency contact.

The Provider shall receive credit toward the DBE goal based on actual payments to the DBE subproviders with the following exceptions and only if the arrangement is consistent with standard industry practice. The Provider shall contact the Department if he/she withholds or reduces payment to any DBE subprovider.

- (1) A DBE firm is paid but does not assume contractual responsibility for performing the service;
- (2) A DBE firm does not perform a commercially useful function;
- (3) Payment is made to a DBE that cannot be linked by an invoice or canceled check to the contract under which credit is claimed;
- (4) Payment is made to a broker or a firm with a brokering-type operation;
- (5) Partial credit is allowed, in the amount of the fee or commission provided the fee or commission does not exceed that customarily allowed for similar services, for a bona fide service, such as professional, technical, consultant, or managerial services, and assistance in the procurement of essential personnel, facilities, equipment, materials, or supplies required for performance of the contract.

A Provider's failure to comply with the requirements of this Special Provision shall constitute a material breach of this contract. In such a case, the Department reserves the right to terminate the contract; to deduct the amount of DBE goal not accomplished by DBEs from the money due or to become due the Provider, not as a penalty but as liquidated damages to the Department; or such other remedy or remedies as the Department deems appropriate.

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**ATTACHMENT H-FN****Disadvantaged Business Enterprise (DBE) for Race-Neutral Professional or Technical Services Contracts**

It is the policy of the U. S. Department of Transportation (DOT) that DBEs as defined in 49 CFR Part 26, Subpart A, be given the opportunity to compete fairly for contracts and subcontracts financed in whole or in part with Federal funds and that a maximum feasible portion of the Department's overall DBE goal be met using race-neutral means. Consequently, if there is no DBE goal, the DBE requirements of 49 CFR Part 26, apply to this contract as follows:

The Provider will offer DBEs as defined in 49 CFR Part 26, Subpart A, the opportunity to compete fairly for contracts and subcontracts financed in whole or in part with federal funds. Race-Neutral DBE participation on projects with no DBE goal should be reported on the Exhibit H-3 Form. Payments to DBEs reported on Exhibit H-3 are subject to the following requirements:

**DETERMINATION OF DBE PARTICIPATION.**

A firm must be an eligible DBE and perform a professional or technical function relating to the project. Once a firm is determined to be an eligible DBE, the total amount paid to the DBE for work performed with his/her own forces must be reported as race-neutral DBE participation. When a DBE subcontracts part of the work of its contract to another firm, the value of the subcontracted work should not be reported unless the subcontractor is itself a DBE.

A DBE subprovider may subcontract no more than 70% of a federal aid contract. The DBE subprovider shall perform not less than 30% of the value of the contract work with assistance of employees employed and paid directly by the DBE; and equipment owned or rented directly by the DBE. DBE subproviders must perform a commercially useful function required in the contract. A DBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE must also be responsible, with respect to materials and supplies used on the contract, for negotiating price, determining quality and quantity, ordering the material, and installing (where applicable) and paying for the material itself. When a DBE is presumed not to be performing a commercially useful function, the DBE may present evidence to rebut this presumption.

A Provider must report a portion of the total value of the contract amount paid to a DBE joint venture equal to the distinct, clearly defined portion of the work of the contract performed by the DBE.

Proof of payment, such as copies of canceled checks, properly identifying the Department's contract number or project number may be required to substantiate the payment, as deemed necessary by the Department.

The Provider and any subprovider shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts. These requirements shall be physically included in any subcontract.

Failure to carry out the requirements set forth above shall constitute a material breach of this contract and, may result in termination of the contract by the Department or other such remedy as the Department deems appropriate.

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## Texas Department of Transportation Subprovider Monitoring System Commitment Worksheet

(First 11 Digits Only)

***If no subproviders are used on this contract, please indicate by placing "N/A" on the 1<sup>st</sup> line under Subproviders.***

<b>Subprovider(s) (List All)</b>	<b>Type of Work</b>	<b>Vendor ID # (First 11 Digits Only)</b>	<b>D=DBE H=HUB</b>	<b>Expiration Date</b>	<b>\$ Amount or % of Work *</b>
K Friese & Associates, Inc.	Roadway Design, Drainage Design	14813046878	D	5/29/2018	12
CP&Y, Inc. dba Chiang, Patel & Yerby, Inc.	Roadway Design, Bridge Design	17517204149	N/A	N/A	10
Professional Service Industries, Inc.	Geotechnical Design	13709620903	N/A	N/A	10
<b>Subprovider(s) Contract or % of Work* Totals</b>					<b>32</b>

(Commitment Dollars and Percentages are for Subproviders only)

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**EXHIBIT H-2****Texas Department of Transportation  
Subprovider Monitoring System Commitment Agreement**

This commitment agreement is subject to the award and receipt of a signed contract from the Texas Department of Transportation (TxDOT). **NOTE: Exhibit H-2 is required to be attached to each contract that does not include work authorizations. Exhibit H-2 is required to be attached with each work authorization. Exhibit H-2 is also required to be attached to each supplemental work authorization. If DBE/HUB Subproviders are used, the form must be completed and signed. If no DBE/HUB Subproviders are used, indicate with "N/A" on this line: \_\_\_\_\_ and attach with the work authorization or supplemental work authorization.**

Contract #: \_\_\_\_\_ Assigned Goal: \_\_\_\_\_ % Prime Provider: \_\_\_\_\_

Work Authorization (WA)#: \_\_\_\_\_ WA Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Supplemental Work Authorization (SWA) #: \_\_\_\_\_ to WA #: \_\_\_\_\_ SWA Amount: \_\_\_\_\_

Revised WA Amount: \_\_\_\_\_

<b>Description of Work</b> <i>(List by category of work or task description. Attach additional pages, if necessary.)</i>	<b>Dollar Amount</b> <i>(For each category of work or task description shown.)</i>
<b>Total Commitment Amount (Including all additional pages.)</b>	<b>\$</b>
<b>IMPORTANT:</b> The signatures of the prime and the DBE/HUB and Second Tier Subprovider, if any (both DBE and Non-DBE) and the total commitment amount must always be on the same page.	
<b>Provider Name:</b> <b>Address:</b> <b>Phone # &amp; Fax #:</b> <b>Email:</b>	<b>Name:</b> _____ <i>(Please Print)</i> <b>Title:</b> _____  <b>Signature</b> <b>Date</b>
<b>DBE/HUB Sub Provider</b> <b>Subprovider Name:</b> <b>VID Number:</b> <b>Address:</b> <b>Phone # &amp; Fax #:</b> <b>Email:</b>	<b>Name:</b> _____ <i>(Please Print)</i> <b>Title:</b> _____  <b>Signature</b> <b>Date</b>
<b>Second Tier Sub Provider</b> <b>Subprovider Name:</b> <b>VID Number:</b> <b>Address:</b> <b>Phone # &amp; Fax #:</b> <b>Email:</b>	<b>Name:</b> _____ <i>(Please Print)</i> <b>Title:</b> _____  <b>Signature</b> <b>Date</b>
<b>VID Number is the Vendor Identification Number issued by the Comptroller. If a firm does not have a VID Number, please enter the owner's Social Security or their Federal Employee Identification Number (if incorporated).</b>	

Contract No. 88-6IDP5096

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**EXHIBIT H-3**

**Texas Department of Transportation Subprovider Monitoring System for Federally Funded Contracts**

## Progress Assessment Report for month of (Mo./Yr.) \_\_\_\_\_ / \_\_\_\_\_

Contract #: \_\_\_\_\_

Original Contract Amount: \_\_\_\_\_

Date of Execution: \_\_\_\_\_

Approved Supplemental Agreements:           

**Prime Provider:** \_\_\_\_\_

Total Contract Amount: \_\_\_\_\_

Work Authorization No. \_\_\_\_\_

Work Authorization Amount: \_\_\_\_\_

***If no subproviders are used on this contract, please indicate by placing "N/A" on the 1<sup>st</sup> line under Subproviders.***

[illegible]

Fill out Progress Assessment Report with each estimate/invoice submitted, *for all subcontracts*, and forward as follows:

**1 Copy with Invoice - Contract Manager/Managing Office**

**1 Copy – TxDOT, BOP Office, 125 E. 11th, Austin, TX 78701, 512-486-5500, toll free 866-480-2518, or Fax to 512-486-5519**

I hereby certify that the above is a true and correct statement of the amounts paid to the firms listed above.

Print Name - Company Official /DBE Liaison Officer

Signature \_\_\_\_\_

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**Phone**


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**Date**

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**Email**

Fax

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**EXHIBIT H-4****Texas Department of Transportation  
Subprovider Monitoring System  
Final Report**

The Final Report Form should be filled out by the Prime Provider and submitted to the Contract Manager and the Business Opportunity Programs Office for review upon completion of the contract. The report should reflect **all subcontract activity** on the project. The report will aid in expediting the final estimate for payment. If the HUB or DBE goal requirements were not met, documentation supporting good faith efforts must be submitted.

DBE Goal: \_\_\_\_%

**OR**

HUB Goal: %

Total Contract Amount: \$ \_\_\_\_\_

Total Contract Amount: \$ \_\_\_\_\_

Contract Number:

Vendor ID #	Subprovider	Total \$ Amt Paid to Date
<b>TOTAL</b>		

This is to certify that \_\_\_\_% of the work was completed by the HUB or DBE subproviders as stated above.

\_\_\_\_\_  
By: Prime Provider\_\_\_\_\_  
Per: Signature

Subscribed and sworn to before me, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County

My Commission expires: \_\_\_\_\_

## Federal Subprovider and Supplier Information

[illegible]

SP MacDarin

9/23/15

S. BRAD DAVIS

brad.davis@jacobs.com

2149208016

Exhibit H-5



*This form must be completed and submitted to the contracting agency each month to document compliance with your HSP.*

Contract/Requisition Number: _____		Date of Award: _____ (mm/dd/yyyy)	Object Code: _____ (Agency Use Only)
Contracting Agency/University Name: _____			
Contractor (Company) Name: _____		State of Texas VID #: _____	
Point of Contact: _____		Phone #: _____	
Reporting (Month) Period: _____		Total Amount Paid this Reporting Period to Contractor: \$ _____	

### ***Report HUB and Non-HUB subcontractor information***

[illegible]

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Note: Prime contractors can verify subcontractor HUB certification status on-line at <http://www2.tbpc.state.tx.us/cmb/cmb1hub.html>

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